

How to Get Started with Google Moderator

Google Moderator is an application that allows you to set up a forum on a topic and have your audience ask and answer questions. These questions are set up in a Yes or No format and at this moment do not allow for answers or comments. This is a good tool if you would like your students to pose questions about your lectures, or to have them respond to a main topic with their own questions or comments, or even hold a review session, and have them ask the questions and you have them vote on the best questions and answer them in a review session.

- 1.) First log on to www.lpsk12.org and log on to the site using your user name and password.



Sign in to your account at
Littleton Public Schools

Username:

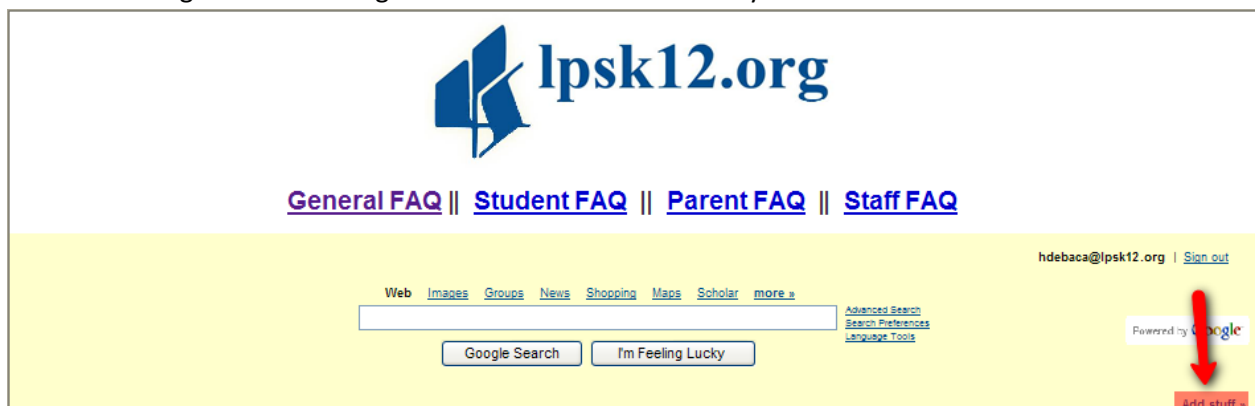
Password: @lpsk12.org


Stay signed in

Sign in

School assigned user name and password.

- 2.) Now on the main start page you will have to add the Moderator Link to your page so you can access it through LPS. On the right side click on the link that says **Add Stuff**.



 **lpsk12.org**

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hdebaca@lpsk12.org | [Sign out](#)

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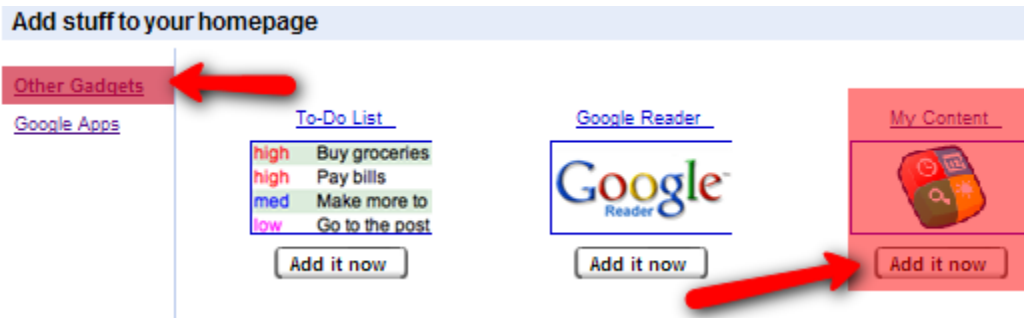
Advanced Search
Search Preferences
Language Tools

Google Search I'm Feeling Lucky

Powered by Google

Add stuff

- 3.) Now on the left hand side make sure you are under the **Other Gadgets** tab, Then to the right you will see a **My Content** icon, below the icon you will see a button that says **Add it now** click on this button to add **My Content** which consists of Google Moderator, Sites and Shortlinks.



- 4.) Then click the **Back to homepage** link which is located on the top of the page. This will take you back to the main LPS page.

[« Back to homepage](#)

- 5.) Now on your LPS main page you should have a new box that is called **My Content**. Within this box there should be a link that says **lpsk12.org Moderator** click on this link to access Google Moderator.



- 6.) The first thing that Google Moderator is going to ask for is a signature, fill out the box with a nickname, as well as a location. This is what you will sign all of your questions and comments with. Click **Save** as soon as you are done.

My signature:

Your questions will be signed with...

Nickname Visible to all
Heather D
e.g. "Dave Y"

Location Visible to all
Centennial, CO
e.g. "San Francisco, CA"

Save

- 7.) Now you will be asked to create a series, a series is a place to store different topics and questions. For example if you have a world history class, you can create a series titled **World History**, or if you're doing a class project on the body then the series would be titled **The Human Body**. Click on the **Create Series** button on the main home



- 8.) Now you will have to fill out a form about your series, including a title, description, Owners of the series, which can be anyone who would like to edit and moderate the series (which is good if this is a group project). You can decide if your audience is submitting ideas, questions, or suggestions and if it's in a topic, event or meeting. Then choose if they can be anonymous and if YouTube attachments are allowed (remember YouTube will not work on an LPS computer). Then click the **Create Series** button as soon as you are done.

Title: *required

World History P.1

Description: (1,415 characters remaining)

Questions to be submitted regarding the units and topics that we are learning about.

[Attach a YouTube video](#)

Owners of Series: (Any email address works. Invitations will be sent to new owners.)

People will be submitting

Let people submit questions anonymously.

Let people submit questions with YouTube videos attached.

Create Series

To add Topics and questions see “How to add topics and questions using Google Moderator”.