



Multilingualism in Language Teaching and Learning LEARN Workshop

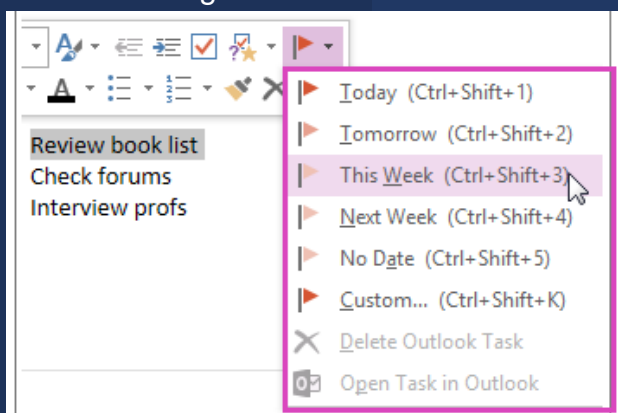
August 5, 2019

National Foreign Language Center - Riverdale Park, MD



Integrate OneNote with Outlook Flags

Now, we're getting to OneNote's true potential! As you take notes and plan projects in OneNote, you might wonder how to manage deadlines and remember the things on your to-do list. One way is to create Outlook tasks. Then you can view and track those tasks in Outlook and even get reminders.



OneNote Ribbon — Home tab — Outlook Tasks

You can also:

- Find a task in OneNote.
- Mark a task as complete.
- Delete a task.

OneNote and Outlook work together in other ways too.

For example, you can manage meeting details and send notes in an email message.



Social Media

- Increased Collaboration
- Increased Participation
- Team Projects are easier to review
- Rich eLearning Media available
- Video Conferencing abilities
- Keep Informed
- Find Knowledge
- Mentor or be mentored
- Market/Advertise
- Anytime/Anywhere

Have you had your dose of Social Media today?



Adobe InDesign

Construct a striking tri-fold brochure from scratch in Adobe InDesign CC. Set up the layout with three columns and add images, graphics, and text.

Learn tips and tricks to refine your design, and then get it ready to print or share online.

<https://helpx.adobe.com/indesign/how-to/make-brochure.html?trackingid=MH16SJHJ&mv=email>

Tidbits

August 2019



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