



QUICK LINKS

- [Microsoft User Guide](#)
- [What is Word](#)
- [Show Word Count in Microsoft Word](#)
- [Microsoft Word on Mobile Devices](#)
- [Breakout Rooms](#)
- [Canvas Observer View](#)

MICROSOFT AMBASSADOR TRAINING DATES

Training Date	Make-Up Date
December 3, 2020	Dec. 10, 2020
January 7, 2021	Jan. 14, 2021
February 4, 2021	February 11, 2021
March 4, 2021	March 18, 2021
April 8, 2021	April 15, 2021
May 6, 2021	May 13, 2021

ENHANCED MICROSOFT FEATURES

Use Apps in Meetings

Teams apps for meetings can enhance your meeting experience at every stage—before, during, and after. Most often, these apps are used to gather consensus, seek input, or enable a team to view or interact with data during a meeting. [Click here for more.](#)

Multilingual Communication Just Got Better

In the Windows desktop app, Teams spellchecker will now detect when you switch languages and adjust accordingly. Spellcheck also now defaults to your operating system's keyboard language and will adjust whenever you switch between keyboard languages.

Notification Settings

Check out the new, simplified organization of your notification settings. To access, go to your profile picture, select Settings > Notifications and you're there. Become a pro at notifications and learn more about the changes at Manage notification in Teams. For more about notification settings, [click here](#)

Microsoft Announcement

Share the Spotlight

Spotlighting a video is like pinning it for everyone in the meeting. If you're an organizer or a presenter, you can choose anyone's video (including your own) to be the main video people see. [Click here to learn how to bring everyone's focus on a specific person and Spotlight someone's video in a Teams meeting.](#)

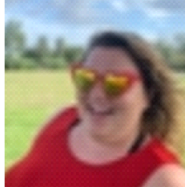


Ambassador Spotlights

Zone 3

Kate Bond Middle School

Abbie Martin



Works hard to ensure quality professional development is provided to teachers and staff in her school. She spends countless hours preparing to assist teachers, students and parents with Teams and troubleshooting errors. Mrs. Martin is an excellent and resourceful MIE Teacher Ambassador and Kate Bond is thankful to have her!

Zone 10

Alton Elementary School

Patricia Washington



Tirelessly works to provide tech support both during and after school hours. She trains teachers on district mandated topics and spends long hours troubleshooting concerns in an effort to support teachers, staff, and community stakeholders. Alton Elementary appreciates you!

Zone 12

Craigmont High School

Autumn Scott



Serves in the call center responding to the needs of teachers, students, and families. Ms. Scott has developed a broad and deep knowledge base around Teams and virtual classroom systems. She uses this wealth of knowledge to support those in need of assistance. Craigmont is lucky to have Ms. Scott.

Zone 14

East High School

Kristy Alley



Handles device distribution, inventory, troubleshooting, and ticket facilitation for the entire staff of her school. She works to adapt district procedures and guidelines while making sure faculty and students have a clear understanding of expectations. Kristy is passionate about using online resources to help teachers work smarter, not harder. Ms. Alley is a true asset to East High.

Happy Holidays!

EdTech Zone Assignments

EdTech Specialist	Email Address	Zone Assignments
Sakondra Moore	moores15@scsk12.org	Zones 11, 16, & 17
Wendy Prayer	coxw1@scsk12.org	Zones 4 & 13
Leslie Roberts	robertslp@scsk12.org	Zones 12 & 14
Starlett Calhoun	jones3@scsk12.org	Zones 6 & 7
Inger Spikner	spiknerin@scsk12.org	Zones 8, 9, & 10
LaKeshia Powell-Brown	powellbrownls@scsk12.org	Zones 1 & 2
Lakeisha Smith	smithls1@scsk12.org	Zones 3, 5, & 15

CONTACT

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