



GOOGLE WORKSPACE TRAINING

Get the most out of Google Workspace with a training course by Pythian's skilled team of Google Certified trainers.

GET THE MOST OUT OF GOOGLE WORKSPACE

Whether you are just taking the leap or your team has been on the platform awhile, we offer a range of both in-person and virtual workshops for companies of all sizes.

Interested in a customized training course specific to your needs? We've got that covered too, contact us for more information!

GMAIL AND CALENDAR

LEVEL 1: FOUNDATIONS

STAGE: Any Project Stage

AUDIENCE: Core IT, Early Adopters, Global Go-Live Users

Get an overview of the basics you need to know in Gmail, Calendar, and Contacts. Users will learn how to effectively and efficiently use their new Google Workspace account.

LEVEL 2: OPTIMIZATION

STAGE: After Gmail/Calendar Foundations

AUDIENCE: Core IT, Early Adopters, Global Go-Live Users

Take your Gmail and Calendar skills to the next level. Users will follow along as we highlight suggested settings to configure, review recent product enhancements, and share more efficiency hints.

EXECUTIVE ASSISTANT TRAINING

STAGE: Global Go-Live

AUDIENCE: Executive and Administrative Assistants who manage delegated Gmail and/or Calendar

Give your administrative assistants an efficiency boost with specialized training to support their unique workflows. We'll deep dive into Google Calendar and Gmail for two hours to ensure your team feels comfortable managing their delegated responsibilities.

TRAIN THE TRAINER

STAGE: Core IT or Early Adopter Phases

AUDIENCE: Select leaders who will facilitate Gmail & Calendar training for your end users

Do you have trainers in your organization ready to ramp up and help others navigate Google Workspace? We will train your "learning leaders" to lead the way with our Gmail & Calendar course.

GOOGLE DRIVE

LEVEL 1: FOUNDATIONS

STAGE: Any Project Stage

AUDIENCE: All End Users

Get an overview of Google's productivity suite, Google Drive. Users will learn about the interface along with best practices for collaboration, organization, and sharing.

LEVEL 2: COLLABORATION

STAGE: Global Go-Live

AUDIENCE: All End Users

Explore Drive through a simulated hands-on project launch. Get to know the Drive interface while leveraging native tools like Google Docs through team-based exercises.

SHARED DRIVES TECHNICAL REVIEW

STAGE: Prior to rolling out Drive

AUDIENCE: IT Implementers

Get up to speed on Shared Drives with this two-part discussion. First, we'll focus on the benefits and basics of getting familiar with Shared Drives. Then, we'll dig deeper into watchpoints for your organization and your roll-out questions.

TRAIN THE TRAINER

STAGE: Any Project Stage

AUDIENCE: Select leaders who will facilitate Drive training for your end users

Looking to embed Google Drive training into your organization? We will train your trainers on how to run our popular Google Drive collaboration course.

GOOGLE FORMS

LEVEL 1: FOUNDATIONS

STAGE: Post Go-Live

AUDIENCE: Select End Users

Gather data with ease using Google Forms. This hands-on course will provide the essentials you need to know to design, collaborate, and share a survey.

GOOGLE ADMIN CONSOLE

LEVEL 1: IT FOUNDATIONS

STAGE: Core IT

AUDIENCE: IT Administrators

Join one of Pythian's certified Google Workspace deployment engineers as they coach your administrators through the admin console. We'll provide guidance on how to tackle the most common day-to-day IT tasks and discuss best practices for configuring important policy settings.

GOOGLE MEET

GETTING STARTED WITH GOOGLE MEET


STAGE: Any Stage

AUDIENCE: All End Users

Looking to use Google's solution for virtual meetings? Learn to create and join virtual meetings using Meet, and discover features to help you engage your audience over video!

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 twitter.com/Pythian

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ABOUT PYTHIAN

Founded in 1997, Pythian is a global IT services company that helps organizations transform how they compete and win by helping them turn data into valuable insights, predictions and products. From cloud automation to machine learning, Pythian designs, implements and supports customized solutions to the toughest data challenges.

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