

Application of Web Based Tool “Google Groups” in Academic Environment

Mr. Chandratre Shripad V.*

Librarian, Gokhale Education Society's, H.P.T. Arts & R.Y.K. Science College, Nashik

Abstract – This paper narrates the study of use of Google Groups for creating learning environment. Google Gatherings is assistance from Google that gives talk gatherings to individuals sharing regular interests. It is easy to share latest news, announcements, assignments, web links, class notes, reading materials etc. via Google group. It is easy to create and manage the google group/s through the option Group Settings. Google Groups are very user friendly. Google groups are very useful in collaborative teamwork, e learning, projects making etc.

Key Words: Google Groups, Online Learning, Web Based Tool

-----X-----

INTRODUCTION

The knowledge, a product of information/s is the power today. Our techno driven life on the Internet mostly control by Google and its changing fast. Sundar Pichai, CEO of Google has depicted its inclination as Google is about data. So the idea of utilizing and displaying data in the correct point at the ideal time to clients is the thing that, fundamentally, portrays Google.

Some state Google is God. Others state Google is Satan. Google is an Internet web search tool. It utilizes an exclusive calculation that intended to recover and request query items to give the most pertinent and trustworthy wellsprings of information conceivable. All above descriptions describe the Google as a breath of the techno savvy life. Google's mission is to make the world's information universally accessible and useful. It is search the world's data including WebPages, pictures, recordings and the sky is the limit from there. Google has numerous uncommon highlights to assist you with finding precisely what you are looking. Google has n number of applications from Hangouts, calendar, Drive, Docs, Sheets, Slides, Drawings, google sites, cloud computing, collaboration etc.

A Google group is a great place to join or create forums to connect with others around the world to discuss similar interests. One can browse groups and join if he feels it is interested. Google Groups is a component of Google Apps for Education that makes it simple to convey and work together with gatherings of individuals, for example, venture groups, divisions, office areas, and specific vested parties.

LITERATURE REVIEW:-

The author has studied the literature on google groups before writing this paper particularly how the Google groups applicable for technology based learning or online learning.

M. A. Vicente and C Fernandez (2010) shared his experience of using Google Groups for communication enhancement in cooperative learning strategies and explains how cooperative learning approach improves the student learning and there problems. Google gatherings can oversaw as an e-learning programming stage or Virtual Learning Environment (VLE), however its administration is less difficult than other prevalent e-learning stages, as Moodle or Claroline. They observed students are interested in learning through google groups because of following features:-

1. All the users (students and lecturers) can post information, which is made available to all group members.
2. A search tool powered by Google makes it possible to perform searches across all the posts for a certain topic.
3. Users can create and edit their own profiles. This includes the lecturer, the individual students and the student groups.
4. All members can create and edit group pages.

Marin and de Benito (2011) conceive Google Groups as productive spaces for academic communication, organisation of tasks between

workgroups and discussion of topics proposed by the educator, such engagements could not be guaranteed if such groups were formed, managed and moderated by students with little or no involvement of the educator.

The opportunities for reflective engagement in Google Groups stem from their asynchronous nature, which enables students to post messages at their own convenience what's more, doesn't expect them to sign on to the product or stage at the same time so as to cooperate with each other (Hew and Cheung 2012).

A Google Group is a free online discussion service from Google that allows users to chat with peers and engage collaboratively in groups via Web pages or an e-mail system. Normally, the administrator of a Google Group creates a common email address, and invites participants to join this group. The messages sent to this email address will consequently be messaged to all members connected to this gathering (Brown and Gachago 2013) taking into consideration both relational correspondence and gathering correspondence.

Google Groups have been instrumental in encouraging understudy based community exertion. Maslo et al's. (2014) study centers around a Google Group in which understudies work cooperatively with a similar report and alter it as a group. Email List, Web Forum (Discussion Board), Q & A Forum and Collaborative inbox are the four types of Google groups which are described by Better Cloud Monitor (16 Dec 2015) .

ALL ABOUT GOOGLE GROUP

Google Groups is a service from Google that provides discussion groups for people sharing common interests. The Groups administration additionally gives an entryway to Usenet newsgroups by means of a common UI. Google Groups wound up operational in February 2001, after Google's procurement of Deja's Usenet file.

PURPOSE OF GOOGLE GROUPS

Why to use google groups when there are other free applications are available on internet? The main aim is to have a media base service / product, which is interesting and interactive, quick and easy learning. The Google Groups support discussion groups for users with common interests. It is a free of charge service offered by Google. Google groups helps out teamwork in collaboration. You can send an email to everyone in a group with one address.

Significant employments of Google Group are-

1. All messages sent to the gathering are documented for future reference and are effectively accessible

2. Anyone can Share thoughts, store reports, and sort out web assets as they work in undertaking groups. (if it is properly managed)
3. Centralize resources and communication for professional learning communities
4. Google groups user can use Google collaborative tools like Google Groups, Google Docs, and Google Calendar etc. for mutual benefits.

CREATING AND MANAGING THE GOOGLE GROUPS

It is very easy to create a Google Group. You simply need to give a gathering name and portrayal, make an email address (with the area @googlegroups.com), and choose whether you will make the Group open or not. When that is done, you can begin welcoming individuals to join your Group or including them legitimately. As the proprietor of the Group, you will have some authority over who can see gathering content, who can join, regardless of whether messages should be directed or not, and the sky is the limit from there. These settings for access live under one simple to grasp tab in your Group Settings.

- By using the Tab of 'Type' of google groups, you can select the type you want. Google Groups types are:

1. Email list: a kind of announcements or newsletters are mail or communicated to everyone in-group. One-way communication.
2. Web Forum (Discussion Board): In a web gathering, bunch individuals utilize the Google Groups UI to associate with each other. It takes into consideration coordinated effort and talk among the gathering individuals. A well known use case for this sort of gathering is talk of assignments on the off chance that you are a school or cooperating on ventures for business clients.
3. Q& A Forum: Very similar to the web forum, the Q+A Forum is designed to allow for discussion around specific questions
4. Collaborative inbox: This is the most prominent sort of gathering at numerous associations. Anybody can email the gathering and start or answer to strings. Think of this as a regular Gmail account, but everyone has access to it. A Collaborative Inbox is essentially use for lighter talk

among the entire association, sort of like a visit room

- One can set fundamental consents for the gathering by using tabs like 'Group Visibility', 'View Topics', 'Post', 'Join the Group' etc.

It is important to read and respond to group posts. Depending on how a group is configured and the member's personal settings, one can moderate google group email service. One can capable either to peruse and react to posts through the web interface or through email. Thus, it is very easy to read the topic in-group by either email or online forum and join to conversation by responding.

ADVANTAGES OF USING GOOGLE GROUPS

You can have discussions with people who have similar interests.

Members of the groups learn how to communicate in the virtual environment.

Users of Google groups can learn trouble-shooting problems.

The opportunity of finding similar interest groups enhances new people form world.

Disadvantages of using Google Groups A disadvantage for students is that they may utilize the Google group tool in getting assistance in their competencies. One may offended by people's opinions.

YAHOO GROUPS VS GOOGLE GROUPS

Internet Marketing Tips for E business says both Yahoo and Google Groups offer a number of features and benefits to business owners, non-profit organisations, and other organized associations. They enable large groups of people to communicate and work together in one area easily and efficiently. Both groups allow you to specify public or private membership. In addition, you can choose a "newsletter only" membership with both groups. Both groups allow users to choose how they receive their emails from the group – as individual emails or as a daily digest. The working and benefits of Groups depend upon settings of group or on your preference.

Generally, most people tend to prefer Google Groups because it is easier to use and more intuitive than Yahoo Groups as:-

For Yahoo Groups requires all non-Yahoo account holders to establish a Yahoo ID and then "link" that ID to their email address. In Google, you can add any email id.

Google Groups sends each member a message every time a page is changed or a comment is added to the thread.

Member profiles are easy to edit via Google Groups.

Yahoo Groups has a 750kB message size limit while Google groups has a 5MB size limit.

How to use Google Groups in a teaching environment

Google groups can be used in many different ways in a teaching environment, as like other social network like Facebook.

The college/ academic institute's Gmail account can be create for creating and controlling the Google groups.

► Institute/ School Domain can use Google Groups:

Placement opportunities and for being touch with Alumni.,

For announcing notices for fees, exam forms, scholarships, admissions, college/ school programs.

Feedback forms and Results.

► Educators can utilize Google Groups for:

- Make class presents, understanding materials, assignments, and web joins accessible to understudies and their folks.
- Send email declarations to guardians.
- Centralize assets and correspondence for expert learning networks.

Periodically E-Books, PPTs, Syllabus, Question Papers, Research articles, web sites, case studies were mail through google groups.

► Understudies can utilize Google Groups for:-

- Sharing thoughts, store records, and sort out web assets as they work in venture groups.
- Create a private gathering for school clubs or sports groups to share the most recent news and declarations.

Distance learning students get more benefit from such learning groups.

Parents if involve in-group can intact with students and parents time to time for curriculum engagements and results.

Google Groups are great place for planning and collaboration or discussion. Anyone with a google account can make one. These groups can be public or made private and when public non-member will not able to see the list of members so there identity and personal information is safe. Google Groups provide an easy to use, multifaceted way for professionals to connect and shared ideas. In addition, members of groups can create pages and share files and can make new resource for collaboration.

The era of smart phones supported the use of google groups as easy to download documents 24X7 at anytime, anywhere. Students who are working part timely are communicating to their friends and teachers through Groups. The important benefit of using Google group is automatic creation of communication records, which is get archive automatically.

Overall use of Google group can help each participant on parameters of Google literacy, presentation skills, critical thinking ability, professional identity etc. Organisations are rely on teamwork for better outcomes, efficiency

CONCLUSION

Google groups are very user friendly. It could be useful to comprehend the activities of a talk discussion. One requires only the resources required to use Google group application is you must have a computer with access to the internet or a mobile device with access to the internet. Google groups are very useful in collaborative teamwork, e learning, projects making etc. where interactive engagements can be work out smoothly.

Google groups' Web 2.0 nature allow us to be in touch in wider community, transfer information quickly, Keeps records of information conversations & discussions.

It is easy to share latest news, announcements, assignments, web links, class nots, reading materials etc. vie Google group. Google groups also serves as a media for maximize productivity and delivery services to the people who involved in it.

REFERENCES

1. D.W. Johnson, R.T. Johnson, K.A. Smith, "Active learning: cooperation in the college classroom", 3rd edition, Interaction Book Company, 2006.
2. https://www.brainyquote.com/quotes/sundar_pichai_725005?src=t_google
3. <https://www.bettercloud.com/monitor/academy-home/>
4. https://en.wikipedia.org/wiki/Google_Groups
5. <https://support.google.com/a/answer/33329>
6. <https://support.google.com/groups/answer/2464926?hl=en>
7. https://groups.google.com/forum/#!create_group
8. <https://ebusinessinternetmarketing.com/pros-and-cons-of-yahoo-groups-versus-google-groups/>
9. <https://www.safaribooksonline.com/library/view/google-the-missing/0596100191/>
10. [https://www.wrike.com/blog/google-collaboration-tools-for-effective-teamwork/\(5Ways to Use Google Collaboration Tools for Effective Teamwork\)](https://www.wrike.com/blog/google-collaboration-tools-for-effective-teamwork/(5Ways%20to%20Use%20Google%20Collaboration%20Tools%20for%20Effective%20Teamwork))
11. https://www.researchgate.net/publication/303854554_Proceedings_of_EDULEARN10_Conference.5th-7th_July_2010,_Barcelona,_Spain.ISBN:978-84-613-9386-2_001031
12. <https://www.recode.net/2016/7/29/12312086/millennials-microsoft-word-google-docs-collaboration-study>
13. <https://www.techopedia.com/definition/4922/web-20>
14. https://www.brainyquote.com/quotes/sundar_pichai_725005?src=t_google
15. Matt Richman (2016) has been analyzing the tech industry at MattRichman.net for more than five years, and staed that Millennials prefer Microsoft Word for individual work, Google Docs for collaborative work
16. M.A. Vicente, C. Fernández, R. Neco, R. Puerto (2010) GOOGLE Groups For Communication Enhancement In Co-operative Learning Strategies, EDULEARN 10 Proceedings, pp. 1031-1036.
17. M. Wilson, L.E. Gerber (2008). "How generational theory can improve teaching: strategies for working with the millennials", Currents in teaching and Learning, vol. 1(1), pp. 29-44.
18. Wikipedia, Web 2.0, <en.wikipedia.org/wiki/Web_2.0>.Google groups, groups.google.com>.

Corresponding Author

Mr. Chandratre Shripad V.*

Librarian, Gokhale Education Society's, H.P.T. Arts &
R.Y.K. Science College, Nashik

shripad2008@gmail.com