

Steps to Check Your Responses

- ☐ Log in to your Google Account
- ☐ Go to Google Forms
- ☐ Access your previously created Flipped Lesson
 - Click the Responses tab
 - View responses
 - View chart form for:
 - Summary
 - Individual
 - Download spreadsheet
 - Click “View Responses in Sheets” Tab
- ☐ Notice majority and minority answers to determine what percentage of students understand the concepts and what percentage do not.
- ☐ Student Questions: If most of the students understand the concepts, you will not need to teach it during the session. If they do not understand the concepts, then you will need to include the concepts during your lesson.
- ☐ Parent Questions: These responses will reflect personal insights and circumstances. Be sensitive to what has been shared. However, these tend to be a goldmine of insight for building students’ faith. Try to highlight and share as many of these during your lesson as possible!

Tip: Save your URLs for Google Forms and Remind for quick access!

- When you’re on any page you want quick access to, click the star in the address line to bookmark it.
- Find it later in your Bookmarks menu.
- You can organize your bookmarks by clicking Bookmark Manager.
- For even quicker access to a page, in the Google Chrome™ browser, right click (on a PC) or control + click (on a Mac® computer) the bookmarked item.
- Click Show Bookmarks Bar, and it will show as a button under the address line.

These instructions are for Google Chrome. The steps may differ slightly in other browsers.