The Patterson Foundation created Tech Excellence to foster learning opportunities for TPFers to evolve their digital skills and receive ongoing support as they bolster TPF's collaborative approach to philanthropy.

"WHAT YOU DO TODAY CAN IMPROVE ALL YOUR TOMORROWS."

Ralph Marston

Monthly Class Sign-Up List

Monthly classes enhance your digital skills by focusing on key software and platforms. Each class lasts 1 to 1.5 hours, allowing for personalized attention and support.

Advanced courses offer smaller classes for an even more immersive learning experience to take your skill to the next level.

Sign up for May 2024 classes here.
TECH TIP:
SCHEDULE A GMAIL MESSAGE IN ADVANCE!

Did you know you can schedule a Gmail message ahead of time? This tip is really useful for anyone who wants to ensure a message is received at or by a specific date and time.

Steps:
1. Click to compose a new Gmail message.
2. Instead of clicking Send, click the down arrow next to Send in the same button. Then click SCHEDULE SEND when that pops up.
3. Choose a pre-selected date and time or click PICK DATE & TIME at the bottom to choose your own.
4. Once you have selected the date and time, click the SCHEDULE SEND button at the bottom.
5. To verify your scheduled Gmail message is in cue, click SCHEDULED below the sent tray from the left-hand Gmail menu (below Inbox). You should see your scheduled message. If you want to cancel or change the date/time of a scheduled message, click on it to open the message and click CANCEL SEND. Once a message is sent, it will appear in the Sent tray below your Inbox.

Strengthening TPFers Through Tech Excellence

The Patterson Foundation (TPF) believes that philanthropy strengthens the efforts of people, organizations, and communities and invests in its efforts to do so through the thoughtful use of assets. Last year, TPF had an opportunity to turn inward and further strengthen the efforts of TPF staff and consultants by developing and evolving their individual and collective digital literacy and skills to optimize and amplify our work in philanthropy.

TPF Tech Excellence creates opportunities for TPFers to learn and evolve their digital skills and receive ongoing support through monthly classes taught by tech coaches, 1:1 learning sessions, self-learning through GCFGlobal.org, or our growing tech video library.

But how did it all begin? Read the full blog here.
APRIL 2024 HIGHLIGHTS
(As of 4.23.24)

9 classes offered + 8 SCGLR x TECH EXCELLENCE classes/1:1 learning sessions
29 badges awarded
25 TPFs registered for classes
Overall class experience ratings:
93.8% excellent & 7% good

Sharing, Learning, & Connecting

"I liked being able to practice starting a pool, using breakout rooms, and the whiteboard. It gave us time to troubleshoot." — Zoom Basics Class

"[What was most useful was] The hands-on practice that gave us time to work through different scenarios and ask questions as we were working." — Microsoft Word Class

"Scheduling posts is a game changer! I wasn't aware that the web version had options that the app didn't." — X Class

"I loved finding out about the polls! What a great way to mix things up and get interaction with followers! I also liked being able to schedule posts! I was not aware of that feature!" — X Class

"I was pretty familiar with docs, but most of my experience has been through self-exploration. It was really helpful to get specific directions so I could gain clarity on how it all works. I also found it helpful to dive deeper into the details about collaborative docs."
— Google Docs Class

"Thank you for having a video library! I felt like I was right there in the ZOOM meeting! I did not worry about being able to ask questions because everyone usually has the same questions so that I could hear them in the video." — Google Docs
The Suncoast Campaign + Tech Excellence Mini-Series

The Suncoast Campaign for Grade-Level Reading (SCGLR) is a four-county initiative that promotes wide community participation to achieve shared aspirations for the success of families and children. During the summer, Engagement Team members support SCGLR's various programs, which require using software and applications such as Google Drive, Docs, Sheets, and Gmail to engage and support families and organizations.

To support and strengthen the Engagement Team, SCGLR and TPF Tech Excellence recently launched a mini-series focusing on key technology platforms for supporting the team's work.

Can't Make a Tech Class? View the Tech Class Video Library!

We understand that it's not always easy to make it to a tech class or schedule a 1:1 Learning Lesson, so we've built an evolving Tech Excellence video library on YouTube! If you can't make a class or need a refresher, check out the growing Tech Excellence video library on TPF's YouTube account here.

You can only bill for a class once — either bill for attending a class in person or watching a video. For example, you cannot bill for attending a Canva class and then watching the class recording.

Quick Links

- The Tech Excellence Page
- TPF Tech Excellence Passport
  - To earn a completion badge from Kiarra Louis for each software listed demonstrate proficiency by attending classes or 1:1 Learning Sessions and completing homework.
- Monthly Class Sign Up Sheet
- The Patterson Foundation's Tech Excellence 1:1 Request
- GFCGlobal

We welcome your thoughts or any questions. Contact Kiarra Louis at KLouis@thepattersonfoundation.org.
Try email marketing for free today!