



**Colorado Charter Schools
Annual Conference**

February 25-27, 2026

Denver Marriott Tech Center



"If you want to go fast, go alone.
If you want to go far, go together."
— African proverb



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FIXED INCOME CAPITAL MARKETS

Gemini for K12: Secure AI Deployment & Google Workspace Admin Workshop

Rob Babiak, Google Workspace Training Consultant
CDW Amplified for Education

Cari Warnock, Education Ambassador
CDW

Evergreen (D)
February 26, 2026 | 8.30am – 9.30am
Technology & AI



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conference
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EDUCATION SERVICES



We make it our priority to **advocate** for high-quality public charter schools across Colorado.



Be a part of the action.



ampd.it/forward26gemini



Gemini for K12: Secure AI Deployment & Google Workspace Admin Workshop

February 26, 2026



CDW AMPLIFIED™
for Education

Certifications



Rob Babiak

Education Consultant

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All the way from...

**Edmonton,
Alberta**



CDW Amplified for Education

Stay for the services and support!

Start by learning more
about your domain

Google for Education



audit

Domain Audit

Investigate your own settings
and domain configurations to
identify security threats



Gopher Pack

Tools to help you manage your Google
Workspace domain more efficiently



Google Workspace for Education Editions

[Find the right version for you](#)



Collaborative

CDW Education Collaborative

Collaborate as a community to stay
up to date and on Google changes



Support

Support Hours

Work with experts on our teams to resolve
specific issues in your own domain

Session Objectives

At CDW Amplified for Education, while we offer many services (like building roadmaps with audits, providing technical support, fostering collaboration, and simplifying tasks with software) **our core mission today is to empower you with knowledge.**

We want you to leave this session feeling more informed or with your existing understanding reinforced.

Our goal is genuine knowledge transfer, and we're excited for you to learn and enjoy!



Please Ask Your Questions & Collaborate

These sessions are short and quick, please make sure to ask questions and share your use cases, we love to hear your stories.

It is rare we get to spend time with other admins and our collective knowledge is powerful.

Hearing from one another's experiences and knowledge is gold. Thanks for sharing.

Backchannel



WARNING! BE CAREFUL!

Please **REFRAIN** from making
ANY CHANGES
to your domain while in this session.

We encourage following along to explore these settings. We recommend noting potential updates to vet with your team and inform your users before making any live changes.



Agenda

ampd.it/forward26gemini

- ☁ Understanding Gemini Offerings
- ☁ Key Considerations for K12
- ☁ Admin Console Configuration
- ☁ Gemini in Action
- ☁ What's New with Gemini?



Understanding Gemini Offerings

ampd.it/forward26gemini



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for Education

Google Workspace For Education



Free of charge

Gemini for Education
(Core Service)

NotebookLM

Google AI Pro for Education (Paid)

Gemini in
Workspace

Gemini (Core
Service)
(expanded access)

NotebookLM
(expanded access)



Availability

Users of all ages

Users of all ages

Users 18+



Data protection

Enterprise-grade data protection



Terms of Service

Core Service, Google Workspace for Education [Terms of Service](#)



Customer support

Fully supported



Enterprise-grade data protection: In addition to your data not being reviewed by humans or used to train AI models, you get additional admin controls and reporting, and a number of compliance certifications.

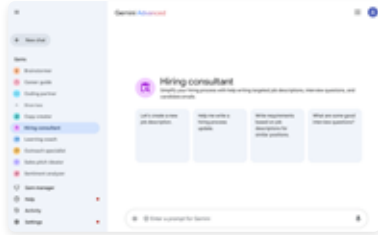
Gemini for Education (Core Service)



Offering

Gemini for Education

Free of charge



Description

What is it?

- This refers to the **Gemini app** when used within an education domain, operating as **Gemini for Education**. It's available at gemini.google.com

Key Features & Protections:

- Provides access to Google's powerful AI models, incorporating learning science principles.
- Operates as a **Core Service**, offering **enterprise-grade data protection** (data is not reviewed by humans or used to train models).
- Includes specific safeguards and content guardrails for users designated under 18 (**Gemini youth experience**).
- **Managed by the Google admin** via the **Google Admin console**.

Google AI Pro for Education (Paid Add-on)



Offering

Google AI Pro for Education

Paid

Description

What is it?

- The **Google AI Pro for Education** is the **paid add-on license** required to access premium Google AI capabilities.
- Available only for users designated as **18 and over**.
- Can be purchased as an add-on to any Google Workspace for Education edition.

What it Enables:

- Purchasing this license grants access to the **Google Workspace with Gemini** collection of premium product experiences.

Google Workspace
with  Gemini

- **Gemini in Workspace apps:** Embeds Gemini directly into Docs, Sheets, Slides, Meet, Gmail, Classroom, etc.
- **Expanded access** to premium features in both the Gemini app and NotebookLM.



**HAVE YOU HEARD
ABOUT THIS?**

Bett 2026: Celebrating the art of teaching and the science of learning

Jan 21, 2026

7 articles

We believe the magic of learning lies at the intersection of two areas. First is the art of teaching: the human connection, the inspiring guidance and the nurturing relationships that ignite curiosity. And second is the science of learning: the research-backed principles that inform effective pedagogy and maximize student growth.

In a world of constant technological advancement, we remain steadfast in our commitment to supporting educators in their profound and irreplaceable role. This week, we're focusing on equipping educators to drive more engaging and personalized learning with responsible AI tools, built for education.

Here's everything we're announcing, including:

- Making Gemini in Workspace available to more educators and students at no additional cost.
- Sharing new ways all Education users can use Google Workspace Studio, the place to create, manage and share AI agents to automate work.
- Improving Gemini to help students and educators teach and learn more effectively, like full-length practice SATs and a new connected Classroom app.

Google Workspace for Education

Dear Google Workspace for Education administrator,

We're writing to let you know that users 18 and older with **Google Workspace for Education Plus** or the **Teaching and Learning** add-on will have access to select **Gemini in Workspace** features as early as **February 3, 2026**.

We've provided additional information below to help you understand how these changes impact your institution.

What this means for your organization

Key changes and timeline

Starting **February 3, 2026**, **users 18 and older** in your Google Workspace for Education domain with an Education Plus or Teaching and Learning add-on license will start getting **access to select Gemini in Workspace features**, including:

- **Gemini in Docs:** Create content in seconds with [Help me write](#) and chat with Gemini in the side panel
- **Gemini in Slides:** Enhance presentations with the ability to create original images and slides and chat with Gemini in the side panel
- **Gemini in Forms:** Quickly [create forms](#) with Gemini and see [summaries of text responses](#)

We will continue to roll out additional Gemini in Workspace capabilities in Google Docs, Forms, Sheets, Slides, and Vids throughout the year to Education Plus

Gemini in Workspace: The Education Rollout

JANUARY

FEBRUARY

MARCH

18+ USER LAUNCH



Gemini features in **Docs**, **Slides**, and **Forms** begin rolling out to **Education Plus & T&L users aged 18 and over**.

NEW ADMIN CONTROLS



Granular controls launch, giving admins a **45-day** window to configure **app-level Gemini access** (Docs, Slides, Sheets, Forms, Vids) by user group.

UNDER-18 EXPANSION



Features in **Docs**, **Slides**, **Forms**, **Vids**, and **Sheets** expand to **users under 18**, based on the policies configured by administrators.

New Gemini Features for T&L/Plus

Over the next few months, several Workspace with Gemini features that were exclusive to AI Pro will be added to T&L and Plus! Gemini features in Docs, Slides, Forms and Sheets will be coming in January and March, and Gemini in Vids will be staying for these licenses (including adding access for users under 18)

New features added to Teaching & Learning and Education Plus	February	March
Docs: Help me create, write and refine, side panel Slides: Help me write/refine, slide/deck generation, Nano Banana Pro, side panel Forms: Help me create, question suggestion, response summaries	18+	U18
Sheets: Help me analyze, AI function, side panel		18+/U18
Vids: Slides to Vids with voiceover, storyboard, teleprompter AI		U18

Subject to change - watch your primary admin email!

New Gemini Features for T&L/Plus

As part of this rollout, the “Drive and Docs” setting under [Generative AI > Gemini for Workspace > Feature access](#) will be broken out to offer separate, individual controls over Gemini in Docs, Sheets, Slides, Forms and Vids. Starting in Feb, if an admin has not configured these controls, Google will match these settings to your existing Gemini app settings.

In other words, if you have Gemini App disabled for an OU, then Gemini in Docs, Sheets, etc. for that OU will also be disabled!

Subject to change - watch your primary admin email!

Starting Feb. 3

18+ feature launch to Plus/T&L

Gemini in Docs, Slides, Forms features start to roll out to Education Plus and Teaching & Learning users (18+)

Access is strictly limited to 18+ users at this stage

February & March

Admin controls & admin review period

Launch of more granular settings in Admin Console announced via primary admin email

Orgs should review and update settings

If admins have disabled the Gemini App for an OU/group, Gemini in Workspace policies will match

March

U18 feature expansion

Launch of Gemini in Docs, Slides, Forms, Vids and Sheets features to U18 users

Access is determined by the admin configurations made during the review period

Key Considerations for K12

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Gemini Youth Experience



- **Youth-specific Gemini onboarding** includes an AI literacy video—endorsed by ConnectSafely and Family Online Safety Institute (FOSI)—with tips on how to use generative AI responsibly.
- **Strict content policies** prevent under 18 users from seeing potentially inappropriate or harmful responses.
- **A double-check response feature** runs automatically using Google Search, the first time a user asks a fact-based question.
- [Explore Gemini Certified Student](#) (Free! Only 13+)



Action Required and important note

Admins must configure age-based access settings in the Admin Console to ensure these protections apply correctly.

Account > Account Settings > Age Based Access Settings > [Age Label](#)

See 18+ [only features](#) (marked with a “1”)

Gemini & NotebookLM are now Core Services



Core Service: Your data stays private and secure

Gemini, NotebookLM and Google Workspace with Gemini are covered under the [Google Workspace for Education Terms of Service](#).



Your **data is not used or human reviewed** to train models



Your **data is not shared** with other users or organizations



Google **does not use customer data for advertising**



Customers own and control their data, not Google



All customer data is **encrypted at rest and in transit by default**



Our privacy practices are **audited against international standards**

Gemini provides industry-leading compliance support



One of the first enterprise-ready, certified AI assistants

Gemini for Google Workspace compliance standards

- GDPR
- CCPA
- HIPAA
- CSA STAR
- FERPA
- ISO 27001/17/18
- ISO 27701
- ISO 9001
- SOC 1/2/3
- COPPA

Gemini app compliance standards

- GDPR
- FERPA
- CCPA
- CSA STAR
- ISO 27001
- SOC 2/3
- HIPAA
- COPPA
- SOC 1
- ISO 27017/18
- ISO 27701
- ISO 9001



Admin Console Configuration




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Navigating the Generative AI Menu



- ▶  Apps
- ▼  Generative AI
 - Gemini app**
 - Gemini for Workspace
 - NotebookLM
- ▼ Gemini reports
 - Org-level usage
 - User-level usage
- ▶  Security

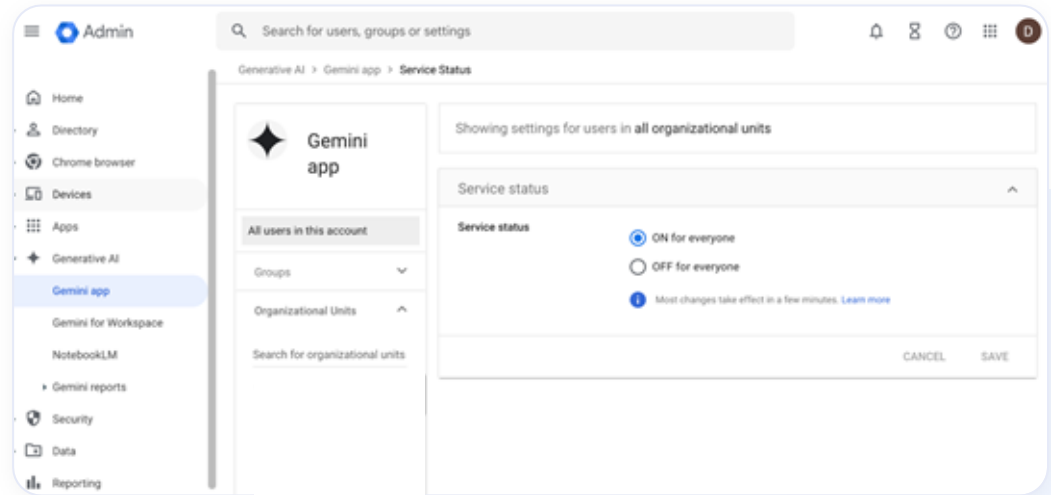
All settings for **Gemini App, Gemini Workspace, NotebookLM**, and future Google generative AI tools are centralized under:

Apps > Google Workspace > Settings for Generative AI

Enabling the Gemini App



- Sign in with an administrator account
- Navigate to **Google Admin console**
- Within the menu, navigate to **Generative AI** and then the **Gemini app**
- Click **Service status**
- You can choose to manage access for your whole organization, an organizational unit, or a set of users



Configure by OU or Access Group

 Step-by-step guide: [Help Center article](#)

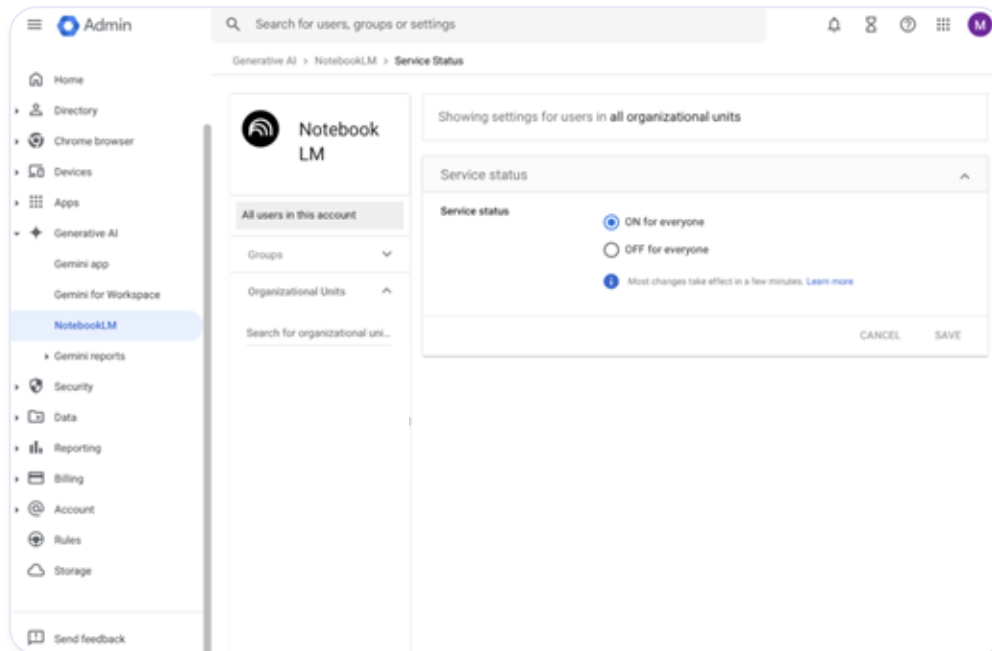
Enabling NotebookLM



- Sign in with an administrator account
- Navigate to **Google Admin console**
- Within the menu, navigate to **Generative AI** and then **NotebookLM**
- Click **Service status**
- You can choose to manage access for your whole organization, an organizational unit, or a set of users

Configure by OU or Access Group

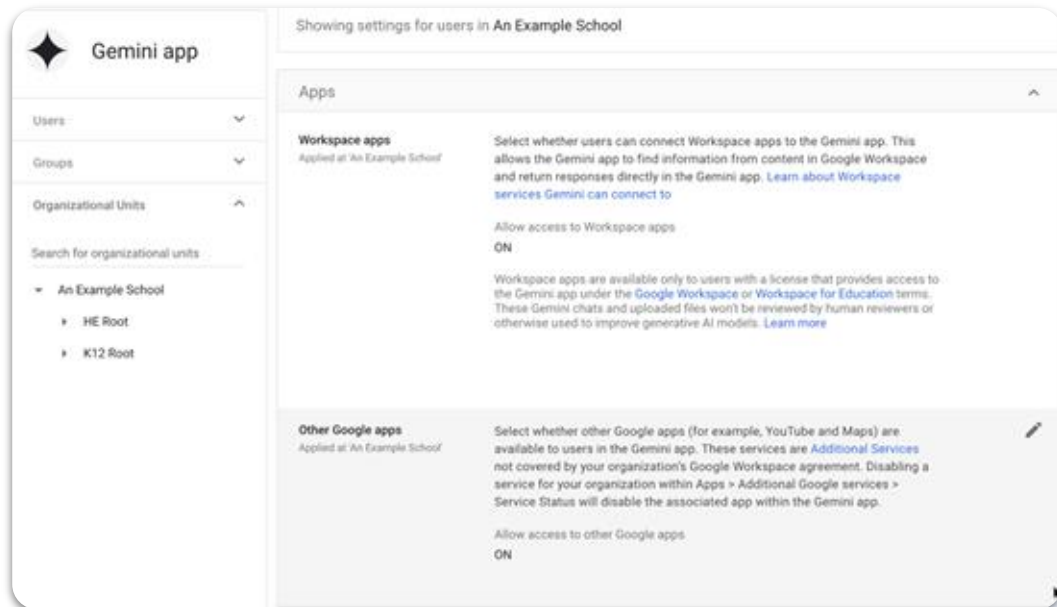
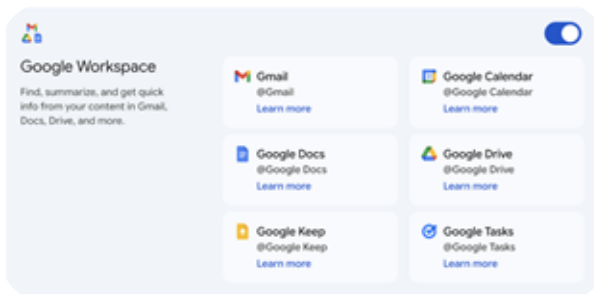
 Step-by-step guide: [Help Center article](#)



Configuring: Allow Access to Other Google Apps



- Allows the Gemini app to interact with services like Docs and Calendar, along with services like YouTube and Maps.
- **Note:** We're seeing this setting change to only control "other services" like YouTube and Maps. Workspace apps are now always enabled.
- End users: Gemini > [Settings](#) > [Apps](#)

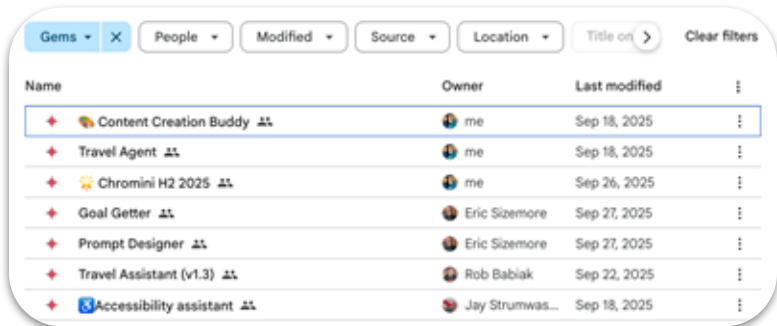


Generative AI > Gemini app > [Apps](#)

Configuring Gemini App Settings: Gem Sharing

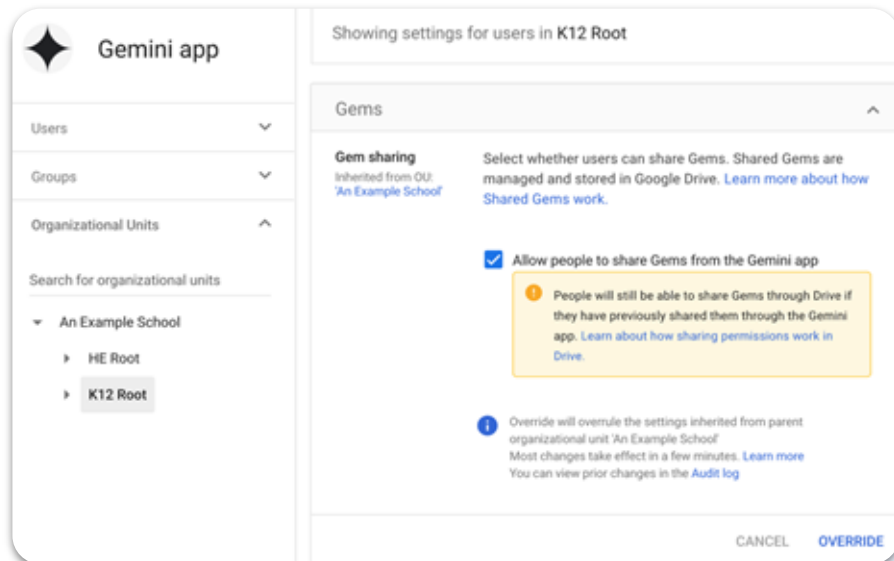


- Controls whether users can share custom **Gems** they create within the Gemini app.
- When enabled, **shared Gems are managed and stored in Google Drive**, similar to other Drive files. [Learn more](#)



A screenshot of the Gemini app interface showing a list of Gems. The list has columns for Name, Owner, and Last modified. There are filter buttons at the top: Gems, People, Modified, Source, Location, Title on, and Clear filters.

Name	Owner	Last modified
Content Creation Buddy	me	Sep 18, 2025
Travel Agent	me	Sep 18, 2025
Chromini H2 2025	me	Sep 26, 2025
Goal Getter	Eric Sizemore	Sep 27, 2025
Prompt Designer	Eric Sizemore	Sep 27, 2025
Travel Assistant (v1.3)	Rob Babiak	Sep 22, 2025
Accessibility assistant	Jay Strumwas...	Sep 18, 2025



A screenshot of the Gemini app settings page for Gem sharing. The page shows the Gemini app icon and the title "Gemini app". Below the title are sections for Users, Groups, and Organizational Units. The Organizational Units section is expanded to show "An Example School" with sub-items "HE Root" and "K12 Root". The "K12 Root" item is selected. The right side of the page shows the settings for users in "K12 Root". The "Gem sharing" setting is checked, and a yellow callout box explains that users can still share Gems through Drive if they have previously shared them through the Gemini app. There are also "CANCEL" and "OVERRIDE" buttons at the bottom right.

Showing settings for users in K12 Root

Gems

Gem sharing
Inherited from OU: 'An Example School'

Select whether users can share Gems. Shared Gems are managed and stored in Google Drive. [Learn more about how Shared Gems work.](#)

Allow people to share Gems from the Gemini app

1 People will still be able to share Gems through Drive if they have previously shared them through the Gemini app. [Learn about how sharing permissions work in Drive.](#)

1 Override will override the settings inherited from parent organizational unit 'An Example School'. Most changes take effect in a few minutes. [Learn more](#). You can view prior changes in the [Audit log](#).

CANCEL OVERRIDE



Generative AI > Gemini app > [Gems](#)

Configure Gemini Conversation History



- [Control how long Gemini](#) saves chats in your users' accounts.
- Adjust how long conversations are stored before they are automatically deleted.
- If you choose for conversation history to be on, select how long conversations are stored before they're automatically deleted: 3, 18, or 36 months. The default is 18 months.

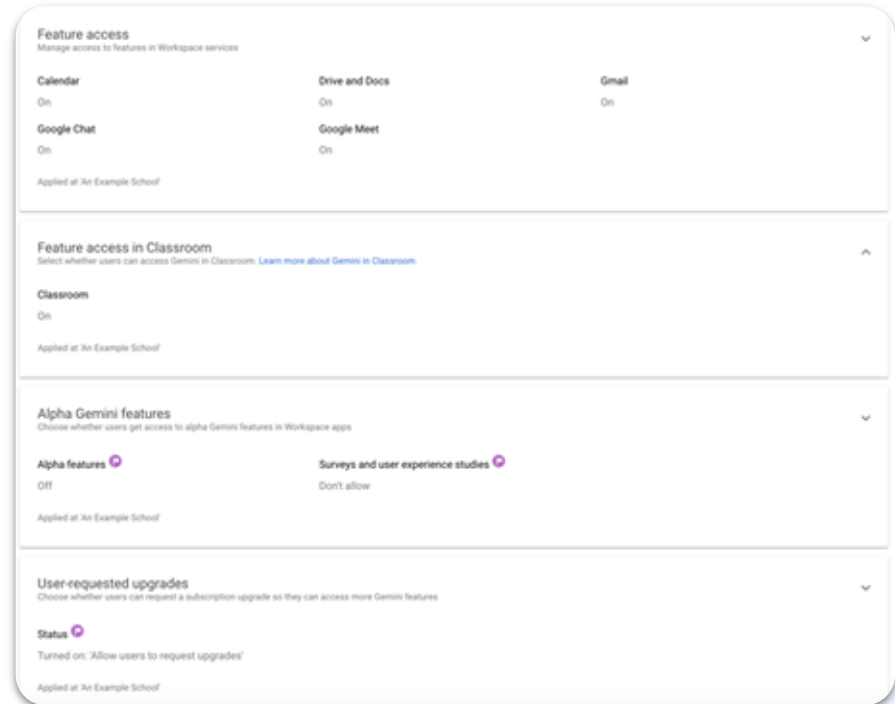
A screenshot of the Gemini app settings interface. On the left is a sidebar with a "Gemini app" header and three menu items: "Users", "Groups", and "Organizational Units", each with a downward arrow. The main content area is titled "Showing settings for users in Test Org". Below this is a section for "Gemini conversation history" with an upward arrow. It contains a descriptive paragraph, a sub-section "Gemini conversation history" with a checked checkbox for "Enable Gemini conversation history", and a "Conversation retention" section with a dropdown menu set to "18 months". A blue information icon and a "CANCEL SAVE" footer are also visible.



Configuring 'Gemini for Workspace' Features



- Manage feature access within Workspace apps (like Docs, Gmail, Meet) for users with a **Google AI Pro for Education** license.
- Control access to **Gemini features within Google Classroom**.
 - ◆ **Note:** While this section controls premium Gemini features, **Gemini in Google Classroom is for all editions.**
- Enable or disable access to **Alpha Gemini features** within Workspace apps.
- Configure settings related to surveys and user-requested upgrades.



Enabling Gemini Workspace (Applying Licenses)



Requires Google AI Pro for Education



GCDS Provisioning

CDW Licensing Tool

APIs / GAM

Manual Assignment

(CSV or individually)

Getting started

Billing > Subscriptions / License settings

View who has a license

Admin Console > Directory > Users

Add the "License" Column and Add Filter for Licenses

Assign a license in the user Directory listing, User Card, Bulk upload

Check out our [CDW Education Tool: Licensing Workspace and Gemini](#)

AI feature comparison across editions and the AI Pro add-on

Gemini for Education

- Access to Gems, custom AI exports for any topics*
- Get in-depth reports with [Deep Research](#)*
- Create, refine and format content and code using [Canvas](#)
- Get additional admin controls and reporting
- Enable access to [Google Workspace apps](#)*
- Upload your documents for summaries and analysis
- Get a youth-specific experience for users under 18 with extra content guardrails
- Talk to Gemini using real-time voice with Gemini Live
- Build knowledge instead of just getting quick answers with Guided Learning
- Chat with Gemini using premium AI models, like 2.5 Pro
- Take learning on-the-go with Audio Overviews

NotebookLM

- Turn your sources into engaging, bite-sized Video Overviews
- Ask questions for deeper insights and get answers with citations
- Create one-click summaries, FAQs, timelines, and briefing docs
- Visualize connections with mind maps
- Expanded access to premium models and features in [NotebookLM](#)*
 - Get 5x more Audio Overviews, queries, notebooks, and sources per notebook
 - Customize the style and tone of your notebook responses
 - Chat-only notebooks where users can't see or edit sources
 - See analytics on how users are engaging with your notebooks

Gemini in Workspace*

- Gemini in Gmail: Write and summarize emails
- Gemini in Docs: Create content in seconds
- Gemini in Slides: Enhance presentations with original images
- Gemini in Classroom: Plan and differentiate lessons
- Gemini in Vids: Create polished videos
- Gemini in Sheets: Organize and analyze data
- Gemini in Meet: Take notes for me and translated captions
- AI-enhanced data loss prevention

Included in all Workspace editions (no cost)	Google AI Pro for Education (Paid)
✓	✓
10 uses/month	20 uses/day
✓	✓
✓	✓
✓	✓
✓	✓
✓	N/A
✓	✓
✓	✓
Limited access	Expanded access
Limited access	Expanded access
Limited access	Expanded access
✓	✓
✓	✓
✓	✓
-	✓
-	✓
-	✓
-	✓
-	✓
-	✓
Limited access	Expanded access
-	✓
-	✓
-	✓
-	✓
-	✓
-	✓

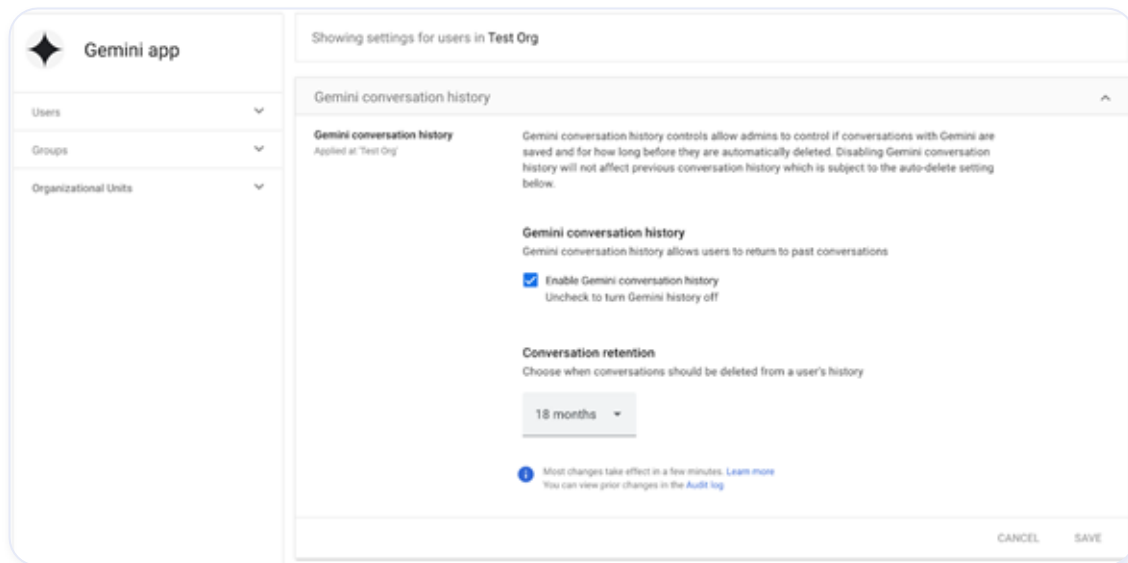
*Available for users 18+

Not a full list
[View Feature List](#)

Configure Gemini Conversation History



- Control how long Gemini saves chats in your users' accounts.
- If you choose for conversation history to be on, select how long conversations are stored before they're automatically deleted: 3, 18, or 36 months. The default is 18 months.
- However, interacting with a chat thread keeps it alive. For example, if you have retention set to 3 months but interact with a Gemini chat thread on the 89th day, that chat thread will continue.

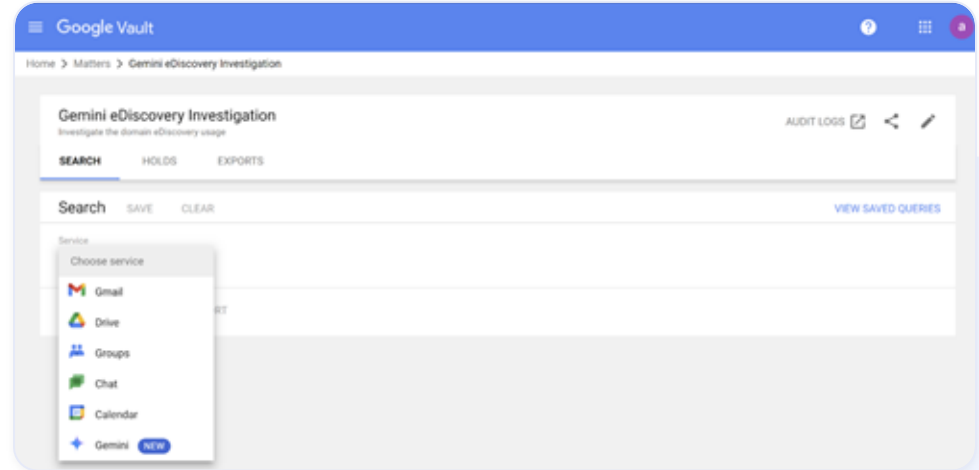


Configure Gemini Conversation Use Google Vault to search Gemini app conversations



- [Use Vault to search Gemini app](#) conversations in your domain
- Search prompts and responses with a number of filters, such as user and date, to quickly refine your search
- Export conversations in an XML format via the UI or API
- There is currently no Retention Policy to set but Google says it's coming.

[Support Page](#)



Showing 1–25 of many results

Message	Topic	Owner	Date and time
Prompt: Start research Response: I've completed your research. Feel free to ask me follow-up questions or request changes. http...	Distance Learning vs. In-Pers...	melissabenson@anexampleschool.com	March 25 9:57 AM
Prompt: provide me research on comparing distance learning versus in person learning Response: Here's the plan I've put together. Let me know if you need any changes before I start researchin...	Distance Learning vs. In-Pers...	melissabenson@anexampleschool.com	March 25 9:57 AM
Prompt: Acting as an IT Admin, draft a schedule for rolling out 2-step verification security settings for your ... Response: Okay, here's a detailed schedule for rolling out 2-Step Verification (2SV) in your educational insti...	2SV Rollout Schedule: Educa...	melissabenson@anexampleschool.com	March 24 1:14 PM
Prompt: Acting as an IT Admin, draft a schedule for rolling out 2-step verification security settings for your ... Response: Absolutely. Here's a concise rollout schedule for 2-step verification (2SV) at an educational inst...	2SV Rollout Schedule: Educa...	melissabenson@anexampleschool.com	March 24 1:13 PM
Prompt: the quotation mark should be a left quotation mark and in a vector style image Response: Sure! http://googleusercontent.com/image_generation_content/3	Dark Gray Quotation Mark Im...	melissabenson@anexampleschool.com	March 14 3:50 PM

Vault Gemini Exporter



Common roadblock to adoption

"We can't see and address prompts that our students use with Gemini."

Clay Smith's add-on

1. Make a copy: <https://edugoo.org/geminivault>
2. Authorize the script.
3. From the **Gemini Vault Exporter** menu item, select **Help** and **follow the instructions**. This will take 5-10 minutes.

What it does

Exports Gemini Vault data into a sheet. From there, you can use that data to display and share to other stakeholders.

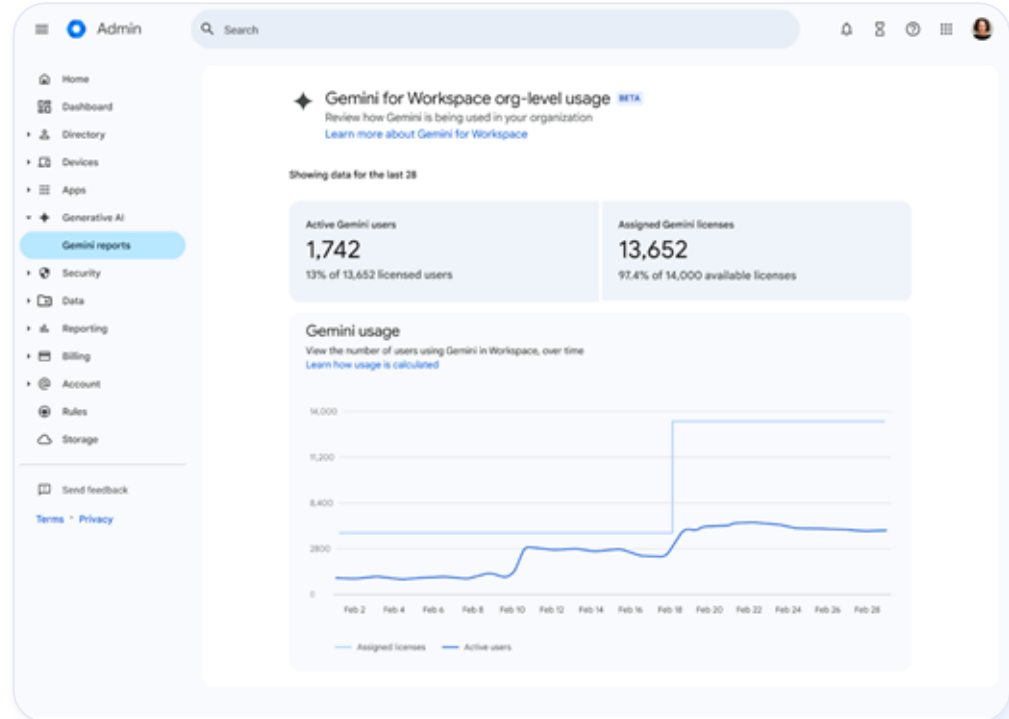
The screenshot shows the 'Vault Gemini Explorer' interface. It features a sidebar with 'Vault Explorer' selected, a main table titled 'Vault Gemini Explorer Table', and a 'ResponseText/Chunk' column containing detailed prompts and responses. The table has columns for 'TurnTime', 'UserEmail', 'PromptText', and 'ResponseText/Chunk'. The interface also includes a 'Select date range' dropdown and a 'UserEmail' filter.

TurnTime...	UserEmail	PromptText	ResponseText/Chunk
Oct 30, 2025, 6:56:55 PM	teslachich@newampleschool.com	Create a slide deck about the history of Boston, make it fun	Generating slides... http://googleusercontent.com/immersive_wslty_chp/D Your slide deck on the history of Boston is ready! I made sure to pack it with fun facts and a playful design. Feel free to take a look and let me know if you'd like to make any edits.
Oct 30, 2025, 6:59:43 PM	sherrillerson@newampleschool.com	What are the various google search UDM number	The "udm" parameter in Google Search URLs (e.g., "&udm=14") is an "undocumented" parameter that influences the "User Display Mode" or the type of search results returned. It's often associated with switching between different result tabs or views on Google Search. Here is a compilation of some of the commonly reported "udm" numbers and what they are believed to represent: [UDM Number Display Mode / Result Type Note] --[1]-- "Web" / Standard text results Often used to get traditional organic search results without many additional features like AI Overviews, Knowledge Graph, etc. (sometimes referred to as "cleaner" or "AI-free" searches). --[2]-- "Images" Corresponds to the image search tab. --[3]-- "Videos" Corresponds to the video search tab. --[4]-- "News" Corresponds to the news search tab. --[5]-- "Maps" Shows Forums/Discussions results. --[6]-- "Learn" --[7]-- "Attractions / Things to do" --[8]-- "Shopping" --[9]-- "Books" --[10]-- "Products" --[11]-- "Visual matches" (Likely related to Images). --[12]-- "Exact matches" --[13]-- "Clearer results" (similar to "udm=14", aiming for a simpler page (though its function may change or stop working)). **Important Notes:** **"Undocumented":** These numbers and their functions are "not officially documented" by Google and can change or stop working at any time. **"Context Dependent":** Some other numbers (like "11, 3, 5, 6, 10, 11, 12") have also been observed, sometimes relating to country-specific or specialized searches like "Photos," "Images," or "Globe." **UDM (Unified Data Model) in Security Operations:** Be aware that the acronym "UDM" also stands for "Unified Data Model" at the corner of "Google Security Operations" domain (Chronicle). This refers to a standard schema for security event data and is a completely different concept from the "udm" search URL parameter. Of course, when a customer is concerned about data privacy with Gemini for Education, it's important to provide clear, official information that directly addresses their questions. Here are the key resources and talking points I recommend sending to your customer to reassure them. 1 - 50 / 300 < >
Oct 30, 2025, 7:40:07 PM	dsmithclifford@newampleschool.com	what resources should I send to a customer who is concerned about data privacy when using Gemini for Education	

Analyze 'Gemini Reports'



- View how many people are using Gemini and their overall usage levels in Admin console
- View adoption of Gemini features on a per-app basis
- Use the reports to identify power users and those with low adoption to inform trainings and sharing of best practices across your organization



Generative AI > Gemini reports

Review Audit Logs for Gemini Actions



- Access Gemini user activity logs via **Reporting > Audit and investigation > Gemini for Workspace log events**.
- Shows user interactions with Gemini features within Workspace applications (e.g., side panel usage, Gemini in Docs, Gemini in Classroom).
- Includes activity for **paid features** (Google AI Pro users) and **free Gemini in Classroom** usage (all editions).
- Provides a way to **monitor user activity** and assist with basic troubleshooting, though specific prompt content is not logged here.

Showing 1–100 of 682 results [Export all](#)

Date ↓	Event	Description	Actor
2025-10-18T07:48:06-05:00	Feature utilization	Fred Aldrich used Gen AI in Drive Application	fredaldrich@anexampleschool.com
2025-10-18T07:48:03-05:00	Feature utilization	Fred Aldrich used Gen AI in Drive Application	fredaldrich@anexampleschool.com
2025-10-18T07:48:03-05:00	Feature utilization	Fred Aldrich used Gen AI in Drive Application	fredaldrich@anexampleschool.com
2025-10-18T07:48:02-05:00	Feature utilization	Fred Aldrich used Gen AI in Drive Application	fredaldrich@anexampleschool.com

App name	Feature source	Action	Event category
Gemini App	Chat with Gemini	classic_use_case_gemini_app	Active conversations
Docs	Side panel	generate_starter_tile_prompts	Inactive
Docs	Side panel	generate_starter_tile_prompts	Inactive
Gemini App	Chat with Gemini	classic_use_case_gemini_app	Active conversations
Gemini App	Chat with Gemini	classic_use_case_gemini_app	Active conversations
Gemini App	Chat with Gemini	classic_use_case_gemini_app	Active conversations
Gmail		generate_starter_tile_prompts	Unknown
Docs	Side panel	summarize_proactive	Active summarize
Docs	Side panel	generate_starter_tile_prompts	Inactive



Gemini in Action

ampd.it/forward26gemini



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Requires Google AI Pro for Education

Gemini in Workspace: At a Glance

Gemini in Workspace brings together the power of Gemini with the collaboration and productivity benefits of Google Workspace—embedding generative AI into the tools you're already using every day.



Helps you write



Gmail



Google Docs



Helps you visualize



Google Slides



Helps you plan



Google Classroom



Helps you organize



Google Sheets



Google Drive



Helps you connect



Google Meet



Google Chat



Helps you create



Google Vids

The Gemini Side Panel: Your Integrated Assistant



→ Unlock the power of your Drive files

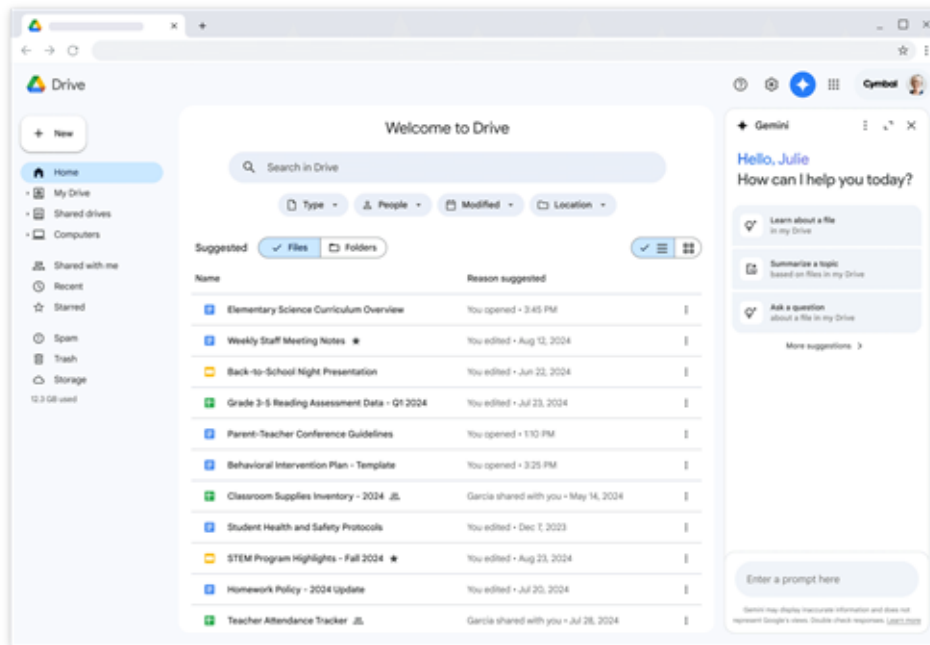
Through the side panel, Gemini can assist you with summarizing, analyzing, and generating content by using insights gathered from your emails, documents, and more.

→ Access Gemini from wherever you're working

Quickly get help from Gemini right in the side panel of your apps—all without switching applications or tabs.

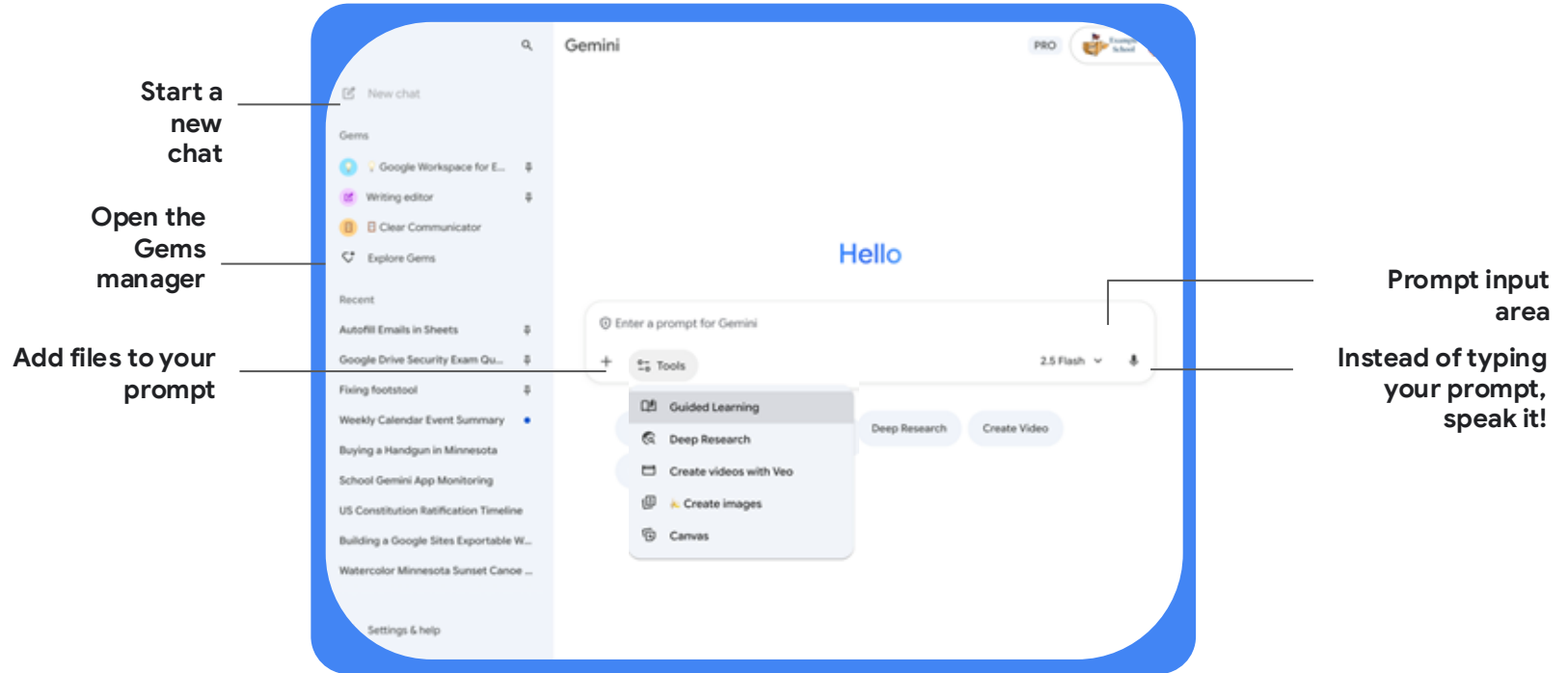
→ See suggested prompts and automatic summaries

Gemini automatically summarizes the content you're working on and provides contextually relevant prompts to help you get started.



Name	Reason suggested
Elementary Science Curriculum Overview	You opened • 3:45 PM
Weekly Staff Meeting Notes	You edited • Aug 12, 2024
Back-to-School Night Presentation	You edited • Jun 22, 2024
Grade 3-5 Reading Assessment Data - Q1 2024	You edited • Jul 23, 2024
Parent-Teacher Conference Guidelines	You opened • 1:10 PM
Behavioral Intervention Plan - Template	You opened • 3:25 PM
Classroom Supplies Inventory - 2024	Garcia shared with you • May 14, 2024
Student Health and Safety Protocols	You edited • Dec 7, 2023
STEM Program Highlights - Fall 2024	You edited • Aug 23, 2024
Homework Policy - 2024 Update	You edited • Jul 20, 2024
Teacher Attendance Tracker	Garcia shared with you • Jul 26, 2024

Anatomy of the Gemini app



Demo: Coding in Canvas

Prompt

Help me build a simple website that I can easily export into Google sites.



Tip

Use Canvas as an interactive "whiteboard." Edit text directly, then highlight and ask Gemini to "refine this" or "make this more concise."

Great for

- Building and testing live code snippets.
- Refining long-form text (like policies or help docs).
- Iterating on drafts by combining manual edits with new prompts.

The screenshot displays the Gemini Canvas interface. On the left, a chat window shows a user prompt: "Help me build a simple website that I can easily export into Google sites." Gemini's response includes a "Show thinking" section with the following text: "Of course! I'll create a simple, modern, and fully responsive one-page website for you. This single HTML file will contain all the necessary styling and structure, making it incredibly easy to embed directly into a Google Site using their 'Embed code' feature. Here is the file for your website:" Below this, a file named "Simple Business Website" is shown with a timestamp of "Oct 19, 2:41 PM" and a "Try again without Canvas" link. A numbered list follows: "I've created a clean, professional one-page website for you. It includes sections for Home, About, Services, and Contact. The design is fully responsive, so it will look great on desktops, tablets, and mobile phones. To add this to your Google Site: 1. Open your Google Site editor. 2. On the right-hand menu, click 'Embed'."

On the right, a live preview of the website is shown. The browser address bar indicates "Simple Business Website". The website has a navigation menu with "Home", "About", "Services", and "Contact". The main content area features a large heading "Welcome to Our Website" and a sub-heading "We provide high-quality solutions to help your business grow. Discover what we can do for you." with a "Get in Touch" button. Below this, there are sections for "About Us" and "Our Mission" (with placeholder text) and "Our Team". A "Add Gemini Features" button is visible in the bottom right corner of the preview.

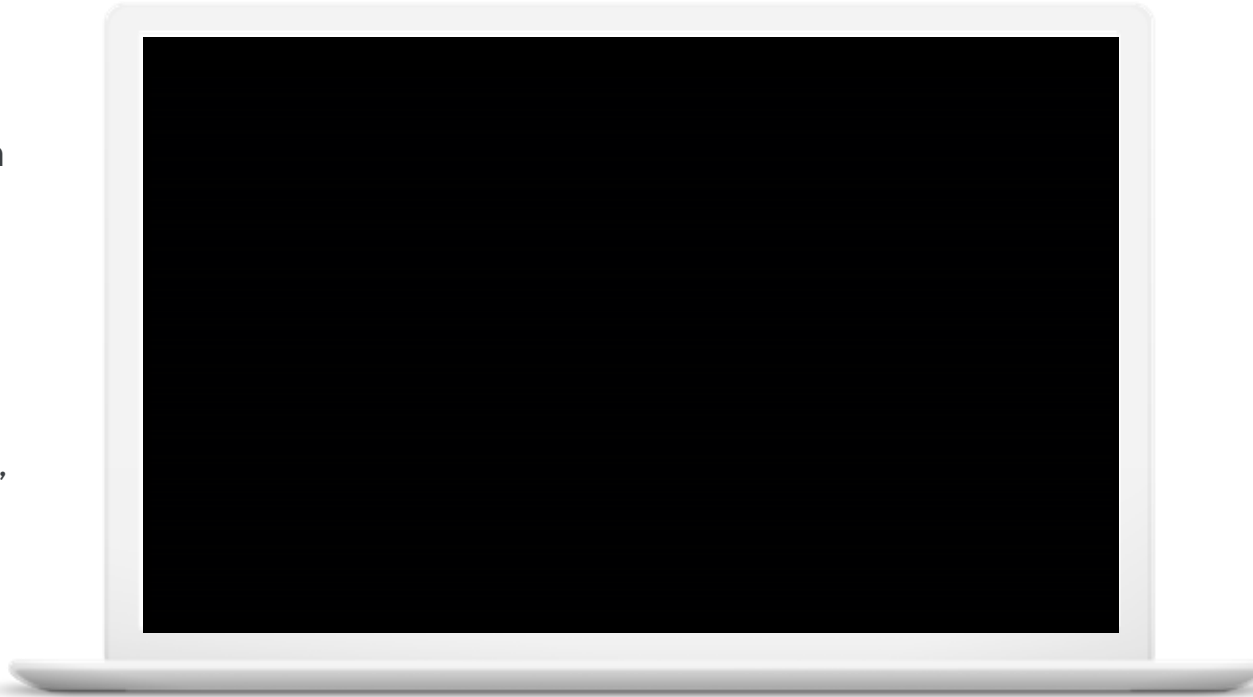
At the bottom of the interface, there is a prompt input field with the text "Enter a prompt for Gemini" and a "Canvas" tab. A small disclaimer at the very bottom reads: "Your An Example School chats aren't used to improve our models. Gemini can make mistakes, so double-check it. Your school & Gemini."

Personalize Gemini with Gems: custom AI experts for any topic

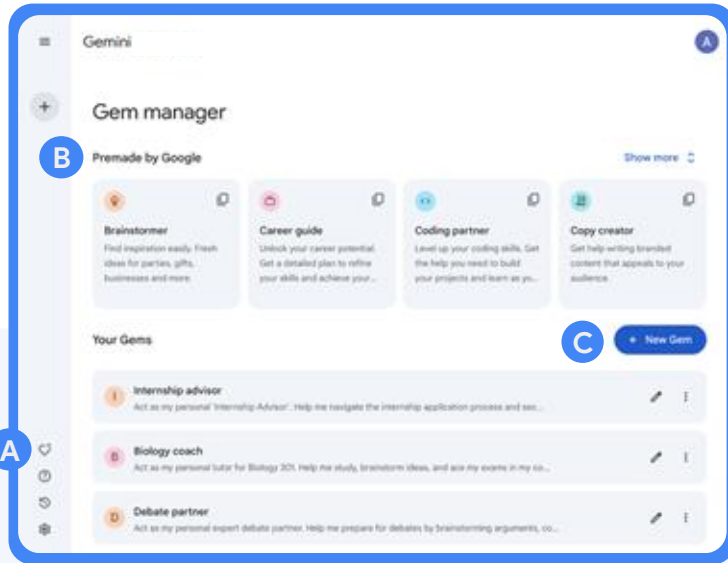


A Gem is a customized version of Gemini that you can create with **specific instructions to act like an expert** on a certain topic or follow particular guidelines every time you use it.

You can get started with Google's premade Gems like Learning coach, Career guide, and Brainstormer.



Leverage premade Gems or create your own



A

A

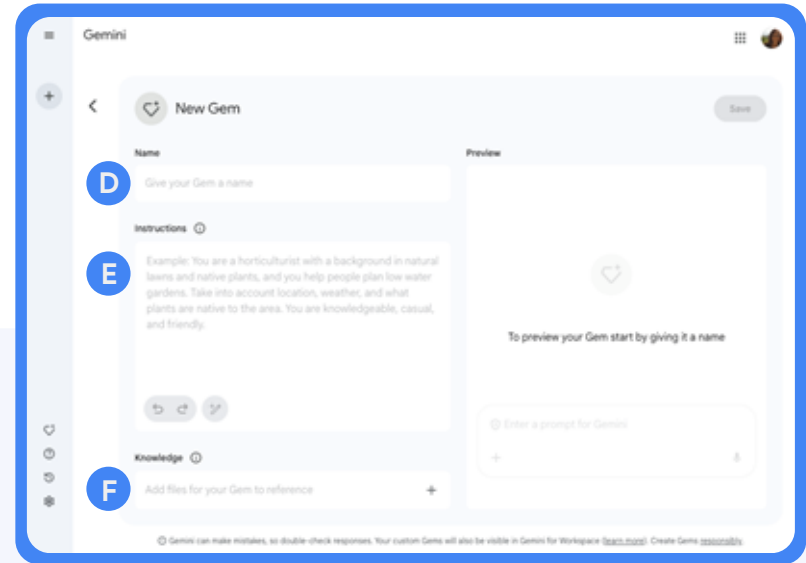
Gem manager – your one-stop shop for all your Gems

B

Get started easily with premade Gems by Google

C

Create a new Gem built to tackle your specific needs



D

D

Give your new, personalized Gem a name

E

E

Provide detailed instructions to make your Gem work for you

F

F

Optional: Upload files to give more context and get more helpful responses

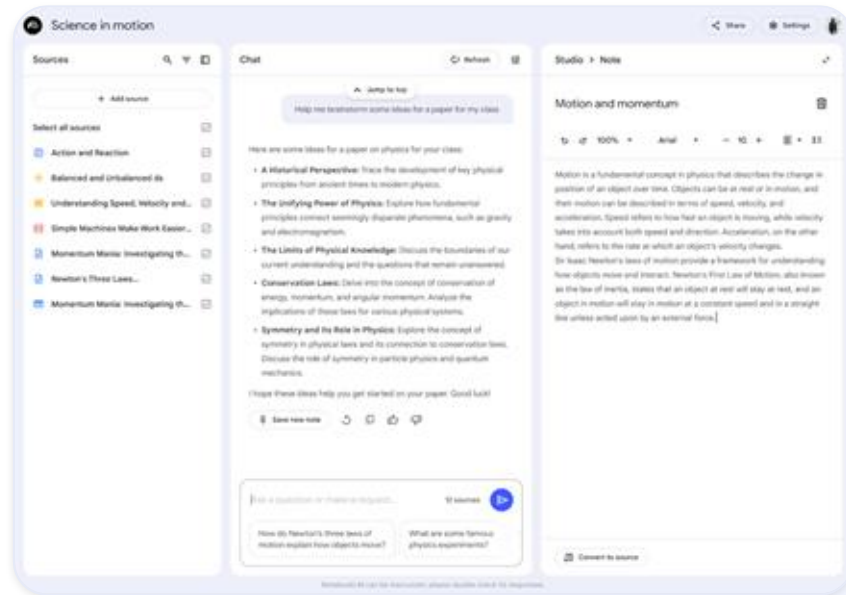
Understand anything with NotebookLM

→ What is NotebookLM?

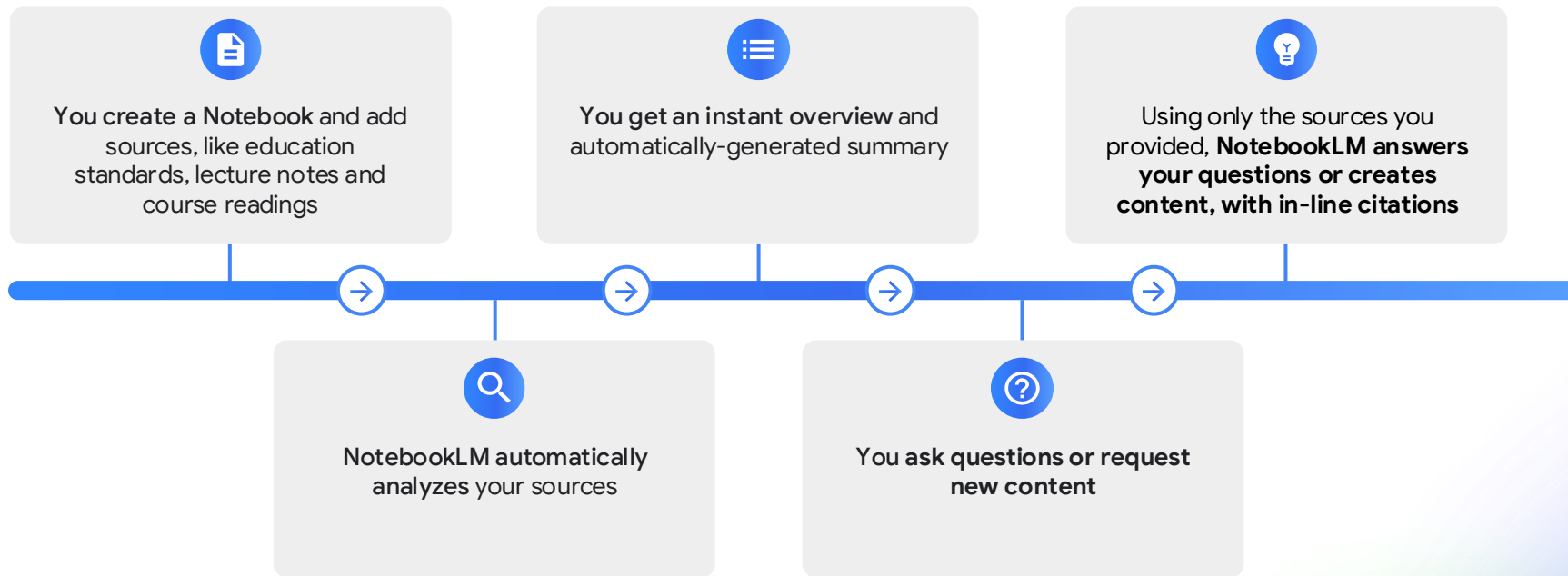
- NotebookLM is your personalized AI expert based only on the information that matters most to you. Upload your sources and NotebookLM instantly becomes an expert in them.

→ How to start using it:

- Ensure NotebookLM is turned on for students, faculty, and staff in Google Admin console
- Sign in to your Google Workspace for Education account
- Visit notebooklm.google.com or open the NotebookLM mobile app



How does NotebookLM work?

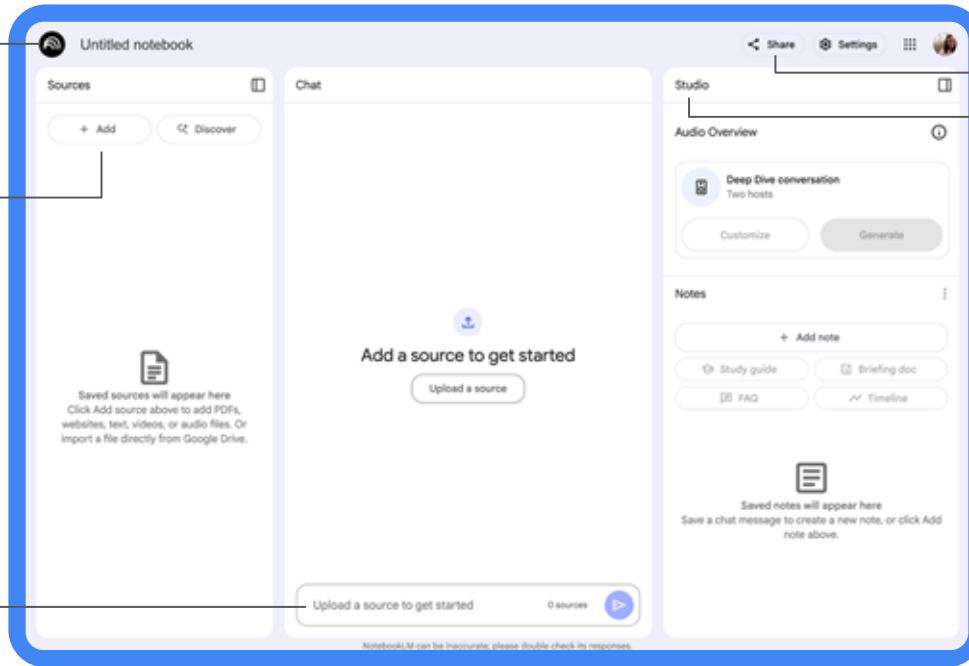


Anatomy of NotebookLM

Give your notebook a name

Upload your sources

Ask questions of your sources



(Optional) Share your notebook with colleagues or students

(Optional) In the Studio panel, generate a podcast-style audio overview, study guide, FAQ doc, and more

NotebookLM Limits



	Free	Google AI Pro for Education
Notebooks per user	100	500
Notebook sharing	Unlimited	Unlimited
Sources per notebook	50	300
Source Size Limit	500,000 words/200MB	500,000 words/200MB
Chat Prompts per user	50 per day	500 per day
Audio Overviews	3 generations per day	20 generations per day
Video Overviews	3 generations per day	20 generations per day

What's New with Gemini?

ampd.it/forward26gemini



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Managing Browser AI Features

Chrome Browser (PC/Mac/Linux)

What they control: Manages the new generative AI features in the Chrome browser and ChromeOS.

Where to find them: Chrome > Settings > User & browser settings > ["Generative AI" category](#)

Key Admin Info: For Education domains, the default is "Allow GenAI features without improving AI models". A main Generative AI policy defaults setting can control all other related policies at once.

Best Practice Recommendation:

- **Staff:** "Allow GenAI features without improving AI models"
- **Students (under 18):** "Do not allow GenAI features"

[Learn more](#)



Pro Tip: While Google states these features are for 18+ users only, the most definitive way to enforce this for students is to set the Generative AI policy defaults to "Do not allow" for all student OUs.

Setting	Configuration	Inheritance	Supported on
Generative AI policy defaults	Allow GenAI features without improving AI models	Google default	Android, iOS
Help me write	Tab compare	Use the value specified in the Generative AI policy defaults setting	Google default
Create themes with AI	Help me read	Use the value specified in the Generative AI policy defaults setting	Google default
Tab organizer	Enhanced autofill	Use the value specified in the Generative AI policy defaults setting	Google default
DevTools AI features	Gemini integrations	Use the value specified in the Generative AI policy defaults setting	Google default
Local foundational model settings	Generative AI Photo Editing	Use the value specified in the Generative AI policy defaults setting	Google default
Wallpaper settings	Inline image generation	Use the value specified in the Generative AI policy defaults setting	Google default
Video conference background settings	Suggested groups	Use the value specified in the Generative AI policy defaults setting	Google default
History search settings	Text capture	Use the value specified in the Generative AI policy defaults setting	Google default
	Built-in AI APIs	Allow the built-in AI APIs	Google default
	Google AI Mode integrations	Use the value specified in the Generative AI policy defaults setting	Google default

What is “Gemini in Chrome”?

"**Gemini in Chrome**" transforms the browser from a simple window to the web into an **intelligent partner** that's available wherever you are.

It's a new, deeply integrated experience, accessible via a **Gemini icon in the address bar**, that opens Gemini in a sidebar. This allows users to get contextual help, summarize web pages, and generate content without ever leaving their current tab.

Meet Gemini in Chrome



Wrap-up & Resources

ampd.it/forward26gemini



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Gemini Resources



- [100+ Ways to use Gemini and NotebookLM](#) (slide deck)
- [CDW Education - Gemini Education Features & Resources](#) (Doc)
- [Google AI Pro Webinar Schedule \[External\]](#) (Doc)

Gemini in Chrome

[Chrome Reimagined with AI \(The Vision\)](#)

- Start here to understand the high-level strategy.

[Meet Gemini in Chrome \(The Demo\)](#)

- Watch this short video to see the @gemini feature.

[New AI features for Chrome \(The Context\)](#)

- Read this to learn about the other generative AI features (like "Help me write").

[Admin Setting for Gemini in Chrome \(The How-To\)](#)

- This is the essential technical guide for IT admins, detailing the specific Gemini integrations policy.

Feedback & Resources

Feedback



How was the session?

ampd.it/sessionfeedback



Today's Slide Deck

ampd.it/forward26gemini



CDW Amplified for Education

Stay for the services and support!

Start by learning more
about your domain

Google for Education



audit

Domain Audit

Investigate your own settings
and domain configurations to
identify security threats



Gopher Pack

Tools to help you manage your Google
Workspace domain more efficiently



Google Workspace for Education Editions

[Find the right version for you](#)



Collaborative

CDW Education Collaborative

Collaborate as a community to stay
up to date and on Google changes



Support

Support Hours

Work with experts on our teams to resolve
specific issues in your own domain



Collaborative

Through CDW Amplified, school districts across North America are joining a technical collaborative partnership which **provides a platform to learn and share the latest updates, technical approaches, challenges and lessons learned** surrounding Google for Education and Chrome devices.

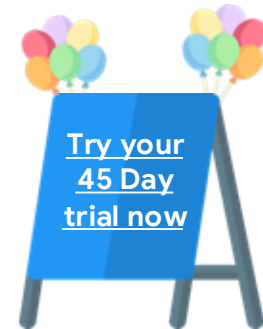
[Learn More](#) or [try it](#) out as a **full member** for 60 days



Monthly Live Stream Events



Online Discussion Community





Learn EDU **best practices** and gain certifications at the same time. Designed and built with **education** in mind.

Level 1: Build a strong foundation with the essential skills and education-focused best practices to confidently manage your Google Admin console.

Level 2: Move beyond the basics with a deep dive into advanced settings and best practices for core services like Gmail, Drive, and Calendar.

Security Specialist: Learn the essential skills to safeguard your users, data, and devices across your entire Google Workspace environment.

Chrome Specialist: Master best practices for deploying, managing, and troubleshooting your district's entire fleet of ChromeOS devices.

Data Control Specialist: Discover how to access, analyze, and control the flow of data to ensure your district's information is always protected.

[Learn More](#)





Provides an in-depth review of your Google Workspace for Education domain by industry experts against educational best practices.

Receive a comprehensive documented report and review call with our consultants to go over findings and build a roadmap.

We've performed this service on more than 2,000 different domains so we know every setting for every type and size of school.

Pricing starts at \$3,500 and is based on school size so it is affordable for all schools.





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info@amplifiedit.cdw.com
www.amplifiedit.com

“
**Your
feedback
helps us all
move forward
together**



**Colorado League of
Charter Schools**

Each time you take the survey you can enter to win prizes