

iHOT (Interactive Hands-on Training) project: topics SE GrA

#	Date	Student number	Digital hack(s) to build your training on
1	Wk3	...003	How to use Google Drive
2	Wk3	...005	Top 15 Gmail tips & tricks
3	Wk3	...008	How to Record your Computer Screen & Webcam How to use OBS for Screen Recording or Streaming Best OBS Recording Settings 2020
4	Wk4	...012	XBOX Game Bar: Comes pre-installed on Windows 10 based on Top 5 Best Free Screen Recorders
5	Wk4	...020	How to Make Video in PowerPoint + voiceover
6	Wk4	...025	How to use the Free Windows 10 Video Editor
7	Wk5	...026	How to Record Screen using Microsoft PowerPoint
8	Wk5	...028	How to Record & Transcribe Audio in Microsoft Word !!!
9	Wk5	...030	How to Cast Phone to PC
10	Wk6	...032	How to use Phone as Mic for PC
11	Wk6	...040	How to use Phone as Webcam
12	Wk6	...041	How to use Camera as Webcam in Microsoft Teams, Zoom & Webex Meetings
13	Wk7	...043	How to Remove Background Noise in Meetings
14	Wk7	...050	How to Scan a Document to your Phone

15	Wk7	...051	How to Edit PDF Free
16	Wk8	...061	How to Use LastPass Password Manager
17	Wk8	...062	How to create QR Code in Microsoft Word, Excel, & PowerPoint
18	Wk8	...063	How to Remove Background from Picture
19	Wk9	...064	How to Remove Background From Picture in PowerPoint
20	Wk9	...073	How to make Animated GIF using Microsoft PowerPoint
21	Wk9		How to create timer in Microsoft PowerPoint
22	Wk10		How to Make an Electronic Signature
23	Wk10		How to Sign PDF on iPhone & Android
24	Wk10		How to Mail Merge in Gmail & Google Sheets
25			
			How to Convert Image to Text in iPhone & Android
			How to Convert JPG to PDF on PC, iPhone & Android

