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USE OF GOOGLE SERVICES FOR ORGANIZATION OF DISTANCE LEARNING IN UKRAINIAN AS A FOREIGN LANGUAGE

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Today, every day, in the conditions of distance synchronous and asynchronous learning, the question arises of creating one platform for teaching online classes, saving educational material, communication with students and more. Some higher education institutions are successfully testing their own educational platforms.

In Ukrainian as a foreign language classes, it is important to ensure that students develop the skills of four types of speaking activities: reading, speaking, writing and listening [1]. Accordingly, textbooks, workbooks, videos, audio files with, for example, new words, short audio files with home reading of texts, photos with writing exercises, online boards, etc. are used as training materials and tools to provide skills. Thus, there is an urgent need to preserve and share these files between teacher and students. The most popular way is to use e-mail, mobile applications. However, during distance learning, questions may arise due to the time difference between the countries of foreign students and the teacher from Ukraine. Also, despite the number of platforms, as our pedagogical practice shows, the preferences of students and teachers may differ. Therefore, the urgent issue is to find a platform, application that would provide access to educational information and its transmission from anywhere in the world, at any time. Equally important is the possibility of using a platform or application with a smartphone, i.e. mobile versions.

We have drawn attention to the most common services provided to users free of charge.

Yes, Google offers interesting services for a variety of needs, in addition to searching for information on the Internet. These are web applications that require the user only to have the browser in which they work and an Internet connection. This allows you to use data anywhere on the planet and not be tied to one computer [2]. Among the advantages of Google services and services - the presence of a centralized data warehouse and a sophisticated interface (Wikipedia).

In order to use Google services, you need to have an email at gmail.com. This service is free, everyone can use it or have been using it for many years. Google Mail

is a way to pass on educational information from teacher to student, as well as homework from student to teacher. If the size of the file does not allow you to send, you will have access to Google Drive, which will store the sent file for some time.

Google Drive is a cloud storage with 15 GB of memory. It can serve as a place where educational materials are stored, structured by student groups or disciplines. Students can be accessed both by e-mail and by link. At any time, foreign students have the opportunity to view or download books, grammars, dictionaries, audio files, and more. The great advantage is that you can share an entire folder on disk or a single file. Students can view, edit, comment on files that the teacher has given access to. In this way, the system will automatically notify you via e-mail that the teacher has granted access, eliminating the need for calls and notifications in mobile applications.

You can also use Google Drive instead of a USB drive. That is, both the teacher and the students protect themselves from the loss of important information, or when the computer is not working. The big drawback is that it doesn't work without the Internet.

Google Docs allows you to work in live mode at the same time, is an alternative to traditional and online whiteboards. History tracking function, i.e. the teacher can check which of the students completed the task on the board. The disadvantage of this service is access by link. The teacher does not see the names of the students. This is a better way to share your email.

Google Spreadsheets allows you to work with Google Docs on a similar basis.

YouTube is a popular video hosting service that provides video hosting services. All videos on YouTube are freely available. Accordingly, the teacher can use as visual learning material videos on the desired topic, and provide access to students.

Google Meet allows you to conduct online classes with students in live mode as well as conduct elements of scientific research work with students «in the context of modern globalisation processes» [3: 7].

As a result, Google's services for free provide a wide range of opportunities for classes, storage and transmission of educational information, have mobile versions or work correctly with a smartphone and are popular in many countries around the world.

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