


SVSU Faculty & Staff Development Workshops	January	February	March	Winter 2008 April
Academic Affairs Workshops - Deb Huntley, Maureen (Kozumplik) Engel x4296; Diane Boehm, x7228				
Designing Your Course to Promote Academic Integrity SVSU Academic Integrity best practices along with tools like Turnitin.com	Wed, 1/16; Z-303 4:00-5:00; x7228			
	Thur, 1/17; Z-303 9:00-10:00; x7228			
 Legal Literacy in the Information Age This all-day workshop will be conducted by noted Copyright Attorney Linda Enghagen, who has also taught online for nearly 10 years. Linda is a Professor in the Isenberg School of Management at the University of Massachusetts at Amherst. She teaches Cyberlaw at both the graduate and undergraduate levels and developed a corporate training program entitled Information Technology and the Law, in conjunction with the PBS Business & Technology Network. She has also authored several books on the subject. Free iPod drawing.			Fri, 3/28; Z-303 9:00-3:00; x4296	
Teaching Table: Issues and Best Practices when Writing to Learn in the Disciplines		Wed, 2/20; Emeriti noon-1:00; x4296		
Teaching Table: Walking in a Minefield - Effective Discussions on Sensitive Topics			Tue, 3/18; Emeriti noon-1:00; x4296	
Classroom Presentation Technology - Brian Mudd, x7469; ITD Lab Staff, x7471				
Desktop PC Podium Demo How to use Desktop PC podiums installed in classrooms.	Fri, 1/11; C-224 1:30-2:30; x7469			
	Tue, 1/15; ES-115 4:00-5:00; x7469			
Laptop Podium Demo How to use Laptop podiums installed in classrooms.	Thur, 1/10; Macomb-124 1:00-2:00; x7469			
	Mon, 1/14; P-245 9:30-10:30; x7469			
Using PowerPoint to Promote Active Learning Enter text, apply background designs, arrange clip art, video, audio & charts.		Tue, 2/5; C-154 2:00-3:00; x7471		
Using Video Production for Instruction Learn how the ITC facilities can be used to create videos for your classes.	Tue, 1/29; C-150 1:30-2:30; x7471			
ITD Lab Specialty - ITD Lab Staff, x7471				
Audience Response System Use remotes to survey students and compile results.		Wed, 2/13; C-154 3:30-4:30; x7471		
Burning CD-Rs Create backups and transfer files with CDs.	Tue, 1/29; C-154 10:00-11:00; x7471			
Compressing Photos for Web and Presentation Great image quality with smaller file sizes using Photoshop.		Tue, 2/5; C-154 10:00-11:00; x7471		
Managing Your M:\ Drive On and Off Campus Save and retrieve files on campus and from home.			Tue, 3/4; C-154 10:00-11:00; x7471	
Web Editor Options Demo Demonstration of software that could replace FrontPage as the supported web editor on campus. Kompozer, CoffeeCup and Expression Web.			Wed, 3/19; Z-111 2:30-4:00; x7471	
Library - Kathleen Kroll, x7054				
Find Text Locate full text articles using Zahnow's link resolver software, SFX.	Thur, 1/24; Z-111 2:00-3:00; x7054	Fri, 2/8; Z-111 noon-1:00; x7054		
What's New in the Library Learn about recent database acquisitions, library services and library news.	Fri, 1/25; Z-111 10:00-11:00; x7054	Thur, 2/7; Z-111 1:00-2:00; x7054		
Online & Distance Education - Dan Tyger, x4976; ITD Lab Staff, x7471				
VSpace Crash Course For new users. Build course activities using the diversified features.	Sat, 1/12; Z-302; x4976 9:00-4:00 (lunch break)	Fri, 2/1; Z-302; x4976 9:00-4:00 (lunch break)		Fri, 4/11; Z-302; x4976 9:00-4:00 (lunch break)
Advanced Course Management in VSpace Create/manage groups, Resources tips, tool permissions, Postem, Assignments.		Mon, 2/4; Z-302 10:00-11:00; x4976	Fri, 3/14; Z-302 2:00-3:00; x4976	
VSpace Transition Transfer knowledge of online course management from Blackboard to VSpace.	Wed, 1/9; Z-302 2:00-3:30; x4976	Thur, 2/7; Z-302 2:00-3:30; x4976		Tue, 4/8; Z-302 10:00-11:30; x4976
VSpace Wiki Module Group website development - embed files, edit text and comment.	Tue, 1/22; Z-302 10:00-11:00; x4976		Thur, 3/13; Z-302 10:00-11:00; x4976	
Camtasia Online Presentations Demo Record audio and video of your monitor to present and demonstrate online.		Tue, 2/19; C-154 2:00-3:00; x7471		
GoToMeeting Web-based meeting software for hybrid and online courses.	Thur, 1/10; Online 10:00-11:00; x7471	Wed, 2/20; Online 10:00-11:00; x7471		
Podcasting for Beginners Record audio to reinforce lecture material and teach online.			Tue, 3/11; C-154 2:00-3:30; x7471	
Video Conferencing Real-time classes to students at a distance or guest speakers without the cost.			Mon, 3/31; C-140 1:00-2:00; x7471	
Videos on VSpace Learn best conversion, compression and file formats for posting videos to VSpace.			Thur, 3/20; C-154 3:30-4:30; x7471	
Office Productivity - ITD Lab Staff, x7471				
GW Email, Web Access & Calendar Access and manage Email, appointment schedules, proxy access, busy searches.				Mon, 4/7; C-154 11:00-noon; x7471
Mail Merge and Headers & Footers Merge spreadsheet data to labels, letters or Email and customize headers/footers.			Mon, 3/17; C-154 11:00-noon; x7471	
MS Excel Formulas Formulas, headers and footers and shortcuts.			Fri, 3/14; C-154 11:00-noon; x7471	
Office 2007 Introduction to New Features Demo This is NOT a hands on workshop! The update from Office 2003 to Office 2007 is very visually and functionally different. This demonstration will introduce you to what differences you will find between the two versions.			Mon, 3/10; Z-111 2:30-4:00; x7471	
			Tue, 3/18; Z-111 2:30-4:00; x7471	
			Wed, 3/26; Z-111 10:30-noon; x7471	
PDF File Creation: Acrobat and PrimoPDF Create .pdf files using Adobe Acrobat and the free PrimoPDF.	Tue, 1/22; C-154 2:00-3:00; x7471			
Working with Text and Graphics in MS Publisher Newsletters, brochures, fliers - easier than Word or WordPerfect.		Tue, 2/12; C-154 2:30-4:00; x7471		
Sponsored Programs - Janet Rentsch, Barb Beck, x4295				
Faculty Resources for Grant Identification Grant Resource Center, Grants.gov, IL Researcher Information Svcs, etc.			Tue, 3/18; Z-302 9:00-10:30; x4295	
			Wed, 3/19; Z-302 2:00-3:30; x4295	
Fulbright Scholars Program Available to US Scholars. Grantees lecture and/or conduct research abroad.		Wed, 2/13; Z-302 9:00-10:30; x4295		
		Tue, 2/19; Z-302 2:00-3:30; x4295		