



## fall2009workshops

**REGISTER ONLINE** at <http://cit.jmu.edu/training>.  
 Select *Browse Workshops and Events by Title*.  
 Workshops are held in CIT Carrier (Carrier 37) or  
 CIT East (ECL 5308).

## Upcoming EVENTS

### CIT ROADSHOWS:

#### Bringing Instructional Technologies to You

CIT IS GOING ON THE ROAD to demonstrate instructional technologies that can enhance your teaching and learning. The roadshows will be held at various locations across campus. The shows are open events where you are welcome to drop by anytime during the scheduled show. Learn about *all 6* technologies in the same room.

#### ROADSHOW SCHEDULE:

Fri, Sept 11	Harrison 1131	9-11:00 A.M.
Tues, Sept 22	ISAT 259 (nTelos)	9-11:00 A.M.
Fri, Nov 6	Memorial Hall, Hiner Rm.	9-11:00 A.M.
Wed, Nov 11	Showker 242	1-3:00 P.M.

Technologies demonstrated:

- **Symposium & AirLiner:** Discover the possibilities of being able to write over computer applications with *Digital Ink* in class both on the *Symposium* screen at the podium, as well as through the *AirLiner* wireless slate.
- **Illuminate:** Collaborate, teach or meet in real-time, online with students and colleagues.
- **JMUTube:** Store and deliver audio, pictures, presentations, video and more on *JMUTube*.
- **Multimedia Services:** Learn about the available video production studio, audio recording studio, and video format conversion services.
- **Flip Camcorder:** Experience how quick and easy it is to capture video and incorporate it into your instruction.
- **Concept Mapping:** Use concept mapping as a visualization technique. Exemplary uses in classroom teaching and assessment will be demonstrated.

### New FALL INSTITUTE for BLENDED LEARNING

YOU ARE INVITED TO APPLY for the *Fall 2009 Institute for Blended Learning* hosted by the Center for Instructional Technology. The institute will provide in-depth, structured training and support for designing and developing a course that blends substantial online teaching/learning activities with face-to-face classroom time. Through customized interactive workshops, consultation, presentations, discussions and mentoring sessions, the participants will explore the pedagogy, issues, skills and technologies that are critical in moving a course to blended/hybrid mode.

Thursdays - Oct 1, 8, 15, 22, 29, Nov 5, 12 8-11:00 A.M.  
 (ECL 5308 and ECL 5211)

More information: <http://cit.jmu.edu/fallinstitute>.  
**Proposals due Sept. 16, 2009.**

### THE FACULTY FORUM

THE FORUM IS A MEETING-PLACE dedicated to promoting a campus-wide discussion about topics of current interest in the areas of instructional technology application, pedagogy and trends in online and distance learning.

#### Best Practices for Online Teaching and Learning

Tues, Sept 15 12:00 NOON - 2:00 P.M. *Taylor Room 404*

What does the current research tell us about the effectiveness of online learning, and why is it relevant to effective teaching both inside and outside the classroom? A set of research-validated principles and guidelines will be presented and discussed from the perspective of JMU faculty.

#### Hybrid/Blended Learning

Thurs, Oct 22 8-10:00 A.M. *East Campus Library 5211*

A recent study by the U. S. Department of Education found that combining online and face-to-face instruction had a greater impact on improving learning than either classroom or online learning alone. What are the factors that improve learning across instructional media? A panel of faculty who teach blended courses will share their experiences and insights.

#### Innovation Incubator

Tues, Nov 17 12:00 NOON - 2:00 P.M. *Memorial Hall, Hiner Room*

Bring your ideas about new learning initiatives! We will brainstorm about how we can start up and bring to fruition new online courses, technology enhanced degree programs, certificate programs, interdisciplinary projects, and outreach activities. The CIT and Outreach & Engagement will facilitate the discussion.

### Flattening the Classroom: Building Collaborative Learning Environments

— Join the CIT in the online ELI Fall Focus Session



NET GEN STUDENTS ARE ACTIVE and prolific participants in flat-world phenomena in their personal lives: posting updates to *Facebook* friends scattered around the globe, playing online games with teams crossing international time zones, and collaborating on digital works bearing the imprint of multiple contributors. At the same time, the global economy demands students who can think creatively, build collectively, and adapt willingly to change. Are we fostering those skills in the classroom? *Look for more information in campus mail in early September.*

Wed, Sept 23 12:00 NOON - 5:30 P.M. (ECL 5211)  
 Thurs, Sept 24 12:00 NOON - 5:00 P.M. (ECL 3311)

*Save the Date!* **Friday, Oct. 23, 2009**

**CIT Teaching & Learning with Technology Conference**  
**EXPLORING THE LEARNING LANDSCAPE**

## BLACKBOARD

### Blackboard Open Session

Bring your course materials and *Blackboard* questions! Drop in during the Open Session hours for assistance preparing your course in *Blackboard*.

Tues, Aug 18	1-4:00 P.M.	(Carrier 37 & ECL 5308)
Thurs, Aug 20	9 A.M.-12:00 NOON	(Carrier 37 & ECL 5308)
Wed, Aug 26	9 A.M.-12:00 NOON	(Carrier 37 & ECL 5308)
Thurs, Sept 3	1-4:00 P.M.	(Carrier 37 & ECL 5308)

### Blackboard Grade Center (Version 8)

Do you need to learn the basics of managing course grades or are you a *Blackboard* veteran surprised to find the new *Grade Center*? This workshop will provide a comprehensive overview of the features in the *Grade Center* and help you utilize them in your course. Objectives:

- Navigate the *Grade Center* layout.
- Enter grades and provide feedback to students.
- Create and manage gradebook settings.
- Download and upload grades.

Wed, Aug 19	2-3:00 P.M.	(Carrier 37)
Thurs, Aug 27	2-3:00 P.M.	(ECL 5308)
Wed, Sept 2	10:05-11:05 A.M.	(Carrier 37)

### Blackboard Self & Peer Assessment (Version 8)

The *Self & Peer Assessment* feature, new to *Blackboard 8*, allows an instructor to create an assignment that includes peer evaluation. The workshop will provide an overview of how to create and manage a *Self & Peer Assessment* from start to finish. Objectives:

- Create a *Self & Peer Assessment* with questions and criteria.
- Describe the student submission and evaluation process of a *Self & Peer Assessment*.
- Download the *Self & Peer Assessment* results and transfer the results to *Grade Center*.

Thurs, Sept 10	9:30-10:30 A.M.	(ECL 5308)
Wed, Sept 30	9-10:00 A.M.	(Carrier 37)

## RESEARCH SERIES

### Qualtrics: Create Online Surveys

Produce professional online surveys and obtain customized results with *Qualtrics*. Participants will develop an understanding of the *Qualtrics* interface, question types and survey options. The Office of Institutional Research will also present the best practices and policies of conducting online surveys for JMU users. **Attendance is required to gain a user account and access to the software.**

Objectives:

- Create and distribute an online survey with *Qualtrics*.
- Operate data collection, result attainment and data export with *Qualtrics*.
- Identify and evaluate *Qualtrics Survey* options.
- Describe the principles of effective online surveys.

Mon, Aug 31	1:30-4:30 P.M.	(ECL 5308)
Thurs, Sept 17	1-4:00 P.M.	(Carrier 37)
Tues, Oct 6	9 A.M.-12:00 NOON	(Carrier 37)
Fri, Nov 13	9 A.M.-12:00 NOON	(ECL 5308)

## Research Series, cont.

### Survey Process 101: Basics for Beginners

New to surveying? Interested in learning about the different aspects of designing and conducting surveys? Come learn the basic considerations that go into the survey process, regardless of whether the survey is distributed in a traditional delivery method or in an online format. Objectives:

- Describe the basic steps in the survey process.
- Compare and contrast the different contact, response and follow-up modes.
- Explain the difference between convenience and probability samples.
- Describe the basic considerations that factor into the survey planning process.

Wed, Sept 9	1:00-2:15 P.M.	(ECL 5308)
Tues, Oct 20	9:30-10:45 A.M.	(Carrier 37)

### Online Surveying Overview: Comparing Methodologies

Interested in learning more about designing and developing online surveys? This workshop will cover the basic considerations of the online survey process. (The *Qualtrics* surveying program will not be covered.) Objectives:

- Compare and contrast online and web surveying from traditional surveying methods.
- Describe the differences between convenience and probability sampling.
- Discuss and analyze the basic considerations of questionnaire design.

Mon, Sept 28	1:30-2:45 P.M.	(ECL 5308)
Tues, Nov 3	9:30-10:45 A.M.	(Carrier 37)

### Qualtrics Open Session

Bring your survey project and *Qualtrics* questions! Drop in during the Open Session hours to receive help and prepare your online survey using *Qualtrics*.

Thurs, Oct 8	1-4:00 P.M.	(Carrier 37)
Tues, Oct 27	9 A.M.-12:00 NOON	(ECL 5308)

### SPSS Basics: The Results Are In...Now What?

Use *SPSS* to import data from *Qualtrics* and other programs to create tables and run statistical analyses. In this workshop you will learn how to choose, run, and interpret basic statistical tests and put them into a report. You will also use *SPSS* to make changes to your data and learn what to do when your data or labels don't look right. Objectives:

- Import your data into *SPSS*.
- Prepare data for reports and analyses.
- Create tables for reports and run common statistics.

Mon, Oct 5 & Wed, Oct 7	1:25-3:25 P.M.	(ECL 5308)
Tues, Nov 10 & Thurs, Nov 12	9:30-11:30 A.M.	(Carrier 37)

### IRB: What Is It & How Does It Work?

Not sure what research requires a formal review? Don't know much about IRB and want to know more? The Office of Sponsored Programs will present a comprehensive overview of JMU's *Institutional Review Board (IRB)*. This workshop will cover background information and cases defining why *IRB* is important, how it protects human subjects, how it determines if a project requires *IRB* approval, what review processes exist and the *IRB* submission process. Objectives:

- Explain why *IRB* is necessary.
- Describe how *IRB* protects human subjects.
- Determine when a project requires *IRB* review.
- Articulate the *IRB* submission process.

Thurs, Sept 17	9-10:00 A.M.	(Carrier 37)
Tues, Oct 13	10-11:00 A.M.	(ECL 5308)

**Dreamweaver: Build a Website**

Learn the basic techniques and principles of web design using *Dreamweaver*. Assumes no prior knowledge. Objectives:

- Demonstrate fundamental knowledge of HTML documents and the structure of the web.
- Design web sites taking into account the unique medium of the web browser.
- Use *Dreamweaver*'s tools to produce an HTML website with CSS.
- Format images in appropriate dimensions and file types for web distribution.

Mon & Wed, Sept 7, 9, 14, 16      1-4:00 P.M.      (*Carrier 37*)  
 Tues & Thurs, Oct 6, 8, 13, 15      1-4:00 P.M.      (*ECL 5308*)

**iWeb: Simple Website Creation for the Mac**

Learn how to create a great-looking web site without knowing programming. Objectives:

- Easily create a great-looking web site using templates in Apple *iWeb* software.
- Modify templates to customize your website from the default settings.
- Create a photo gallery and blog.
- Create links to other web pages.
- Embed videos and widgets into a web page.

Thurs, Sept 24      9:30-11:30 A.M.      (*ECL 5308*)  
 Wed, Oct 14      2:30- 4:30 P.M.      (*Carrier 37*)

**Web Design: Tricks and Tips for Your Website**

"A stroke of the brush does not guarantee art from the bristles." This interactive workshop will focus on principles and strategies that make a well designed website. Target audiences include both web masters and administrators who oversee web design. Web page creation skills are not required. Objectives:

- Define the basic principles of web design.
- Describe how to make a website appealing.
- Create consistent user experiences through organization and layout.
- Avoid distractions and highlight key information.
- Assess navigation strategies and tricks in the design of a website.
- Critique effective use of color and graphics/images.
- Discuss accessibility issues.

Mon, Oct 5      1:20-3:20 P.M.      (*Carrier 37*)  
 Tues, Oct 27      2-4:00 P.M.      (*ECL 5308*)

**Sympodium & AirLiner: Deliver Interactive Lectures**

Tired of being tied to the non-interactive instructor podium at the front of the classroom? Discover the possibilities of being able to write over computer applications with *Digital Ink* in class both on the *Sympodium* screen at the podium, as well as through the *AirLiner* wireless slate. Objectives:

- Use an interactive pen display and software to control and write over computer applications.
- Describe and choose features of *Sympodium* that would be useful in your class.
- Use *AirLiner* and *SMART Board* software to select features that would be useful in your class.

Mon, Sept 28      2:30-3:30 P.M.      (*HHS 1302*)  
 Wed, Oct 28      11:10 A.M.- 12:10 P.M.      (*ISAT 159*)

**Digital Photography & Digital Video A-Z**

Learn how to take better pictures and use your digital camera and camcorder to the fullest! This workshop covers shooting techniques and tips including lighting, zoom options, framing the shot, creating panoramas, panning videos, improving audio with your video, storage media differences and printing/sharing options for photos and video. The intended audience includes beginners to intermediate users. Objectives:

- Learn about the various features on cameras and camcorders.
- Evaluate important features when purchasing a camera.
- Rely less on the default automatic settings.
- Properly frame and light a shot.

Tues, Sept 29      9:30-11:30 A.M.      (*ECL 5308*)  
 Mon, Oct 19      2:30-4:30 P.M.      (*Carrier 37*)

**Flip Camcorders: Enhance Your Course With Video**

The *Flip* camcorder provides an exciting and inexpensive way to capture, edit and share videos with your students. In this workshop, examples of using the *Flip* in classroom learning will be presented and best practices for instructional purposes will be discussed. Hands-on learning to use the *Flip* will be provided. Objectives:

- Explore the basics of operating the *Flip*.
- Discuss best practices of using just-in-time video clips in instruction.
- Develop a learning activity using *Flip* camcorder to facilitate visual learning.

Fri, Sept 18      9-10:15 A.M.      (*Carrier 37*)  
 Thurs, Oct 29      2-3:15 P.M.      (*ECL 5308*)

**iMovie '09: Simple Video Editing for the Mac**

Learn how to edit great videos with "oohs and ahhs" without making it a big production. This workshop is designed for participants of all skill levels. Objectives:

- Explore new *iMovie '09* features.
- Add photos with a "Ken Burns" effect.
- Crop video and add special effects.
- Add and edit audio, music and narrations.
- Use themes to create great looking titles, credits and transitions.
- Export video for DVD, *YouTube* and the web.

Fri, Oct 2      9-11:00 A.M.      (*Carrier 37*)  
 Thurs, Nov 5      2-4:00 P.M.      (*ECL 5308*)

**Premiere Elements: Simple Video Editing for the PC**

*Adobe Premiere Elements* is the #1 selling video editing tool for consumers. This workshop introduces you to the basics of video editing. You will create a sample project through hands-on activities. Objectives:

- Navigate the interface, timeline and sceneline.
- Trim video clips and edit audio.
- Export a final project.

Wed, Sept 23      9-11:00 A.M.      (*Carrier 37*)  
 Thurs, Nov 12      2-4:00 P.M.      (*ECL 5308*)

## Lecture Capture Series

Lecture and screen capture technologies enable you to provide content to students anytime and from anywhere regardless of whether you are teaching face-to-face, online or hybrid/blended courses. This series offers an introduction to three lecture and screen capture tools. Choose to register for one, two or all three workshops in the series. Objectives:

- Create a screen or lecture capture project.
- Publish a final product.
- Upload a finished project to *JMUtube*.
- Integrate a screen or lecture capture into *Blackboard*.

### Adobe Captivate: Screen Capture Technology (PC Only)

Captivate your audience with interactive *Flash* simulations that require no *Flash* experience.

Mon, Sept 14	1:30-3:00 P.M.	(ECL 5308)
Fri, Oct 30	9-10:30 A.M.	(Carrier 37)

### Adobe Presenter: From PowerPoint to the Web (PC Only)

Narrate *PowerPoint* presentations to create rich asynchronous *Flash* lectures.

Mon, Sept 7	1:30-3:00 P.M.	(ECL 5308)
Fri, Oct 9	9-10:30 A.M.	(Carrier 37)

### Camtasia Relay: Capture Live Presentations Instantly

(PC & Mac) Record live lectures and presentations for easy, instant distribution.

Mon, Sept 21	1:15-2:15 P.M.	(ECL 5308)
Fri, Oct 16	9-10:00 A.M.	(Carrier 37)

## CIT Open Sessions

### Blackboard Open Session

Bring your course materials and *Blackboard* questions! Drop in during the Open Session hours for assistance preparing your course in *Blackboard*.

Tues, Aug 18	1-4:00 P.M.	(Carrier 37 & ECL 5308)
Thurs, Aug 20	9 A.M.-12:00 NOON	(Carrier 37 & ECL 5308)
Wed, Aug 26	9 A.M.-12:00 NOON	(Carrier 37 & ECL 5308)
Thurs, Sept 3	1-4:00 P.M.	(Carrier 37 & ECL 5308)

### Qualtrics Open Session

Bring your survey project and *Qualtrics* questions! Drop in during the Open Session hours to receive help and prepare your online survey using *Qualtrics*.

Thurs, Oct 8	1-4:00 P.M.	(Carrier 37)
Tues, Oct 27	9 A.M.-12:00 NOON	(ECL 5308)

### Social Media Open Session

Bring your ideas and questions. Drop in to receive assistance from CIT staff on your social media projects.

Tues, Nov 3	1-4:00 P.M.	(Carrier 37)
Wed, Nov 11	8-11:00 A.M.	(ECL 5308)

## Social Media Series

Social media provide web-based tools which can enhance student communication, collaboration, and engagement in learning. These tools can even be integrated into your *Blackboard* courses! Choose to register for any or all of these 50-minute sessions. Objectives:

- Experiment with a variety of social media tools.
- Share ideas of using social media in instruction.
- Explore the inter-connectivity of multiple social media tools.
- Integrate social media into *Blackboard*.

### Google Docs Part I

For the good of the team: Collaborating on documents and presentations in *Google Docs*.

Tues, Sept 8	2-2:50 P.M.	(Carrier 37)
Wed, Sept 9	8-8:50 A.M.	(ECL 5308)

### Google Docs Part II

Data collection made simple: Creating a simple form to collect data using *Google* spreadsheet.

Tues, Sept 15	2-2:50 P.M.	(Carrier 37)
Wed, Sept 16	8-8:50 A.M.	(ECL 5308)

### Twitter

How Tweet it is...Classroom Communication: Putting student cell phones and laptops to instructional use with *Twitter!*

Tues, Sept 22	2-2:50 P.M.	(Carrier 37)
Wed, Sept 23	8-8:50 A.M.	(ECL 5308)

### YouTube

Discover the value of creating a *YouTube* account even if you never plan to upload a video.

Tues, Sept 29	2-2:50 P.M.	(Carrier 37)
Wed, Sept 30	8-8:50 A.M.	(ECL 5308)

### Blogs

More than personal journals: Instructional blogging with *Blogger*.

Tues, Oct 6	2-2:50 P.M.	(Carrier 37)
Wed, Oct 7	8-8:50 A.M.	(ECL 5308)

### Wikis

From individual portfolios to group projects using *Google Sites*.

Tues, Oct 13	2-2:50 P.M.	(Carrier 37)
Wed, Oct 14	8-8:50 A.M.	(ECL 5308)

### iGoogle & Social Bookmarking

Personal productivity: Creating a personalized start page and making your bookmarks available anywhere.

Tues, Oct 27	2-2:50 P.M.	(Carrier 37)
Wed, Oct 28	8-8:50 A.M.	(ECL 5308)

### Social Media Open Session

Bring your ideas and questions. Drop in to receive assistance from CIT staff on your social media projects.

Tues, Nov 3	1-4:00 P.M.	(Carrier 37)
Wed, Nov 11	8-11:00 A.M.	(ECL 5308)