



How do you entice students to learn? ... Assess students without quizzes? ... Know how to use technology to enhance teaching? ... Help is on the way!

“We are here to consult with faculty on integrating technology-mediated instruction into their course,” notes Dr. Rhonda Blackburn, Lead IT Consultant of Instructional Technology Services (ITS).

ITS will have a shift in the workshop offerings starting this summer. Dr. Blackburn explains, “We will continue to offer basic WebCT workshops; such as, the Getting Started with Vista, the Grade Book, and the Day-Long WebCT Vista workshop. The Come and Work workshop will continue along with workshops on the multimedia tools Camtasia, Impatica, and MS Producer. There will be new workshops on Captivate and StudyMate.”

The shift comes with the new offerings. Five new workshops will focus on the best practices of good course design. These include course development in the following areas:

- Getting Started - getting started with building a course
- Putting Your Course Together - examining how to put a course together once you get started
- Assessing Your Class - assessing your students
- Multimedia - multimedia design principles, and
- Communication and Collaboration - communication and collaboration techniques.

Dr. Blackburn encourages faculty members to utilize ITS workshops and expertise. “We want to help faculty determine the best practices for using technology in all areas of their course and classroom. You can reach us at its@tamu.edu, 979.862.3977, or come see us in Heldenfels 004. We look forward to hearing from you!”

The workshops are available at no cost to instructors. Please use the on-line registration at <http://itsinfo.tamu.edu> and click on Workshop Schedule in the right-hand navigation bar.

Finding Web-based and On-line Courses

Finding online courses just got easier with a highly appreciated upgrade to the online registration system. Visitors can now find online courses at <http://courses.tamu.edu> by clicking on the appropriate semester then choosing the link “Distance Education and Web Based Sections” directly above the list of departments.

StudyMate Offering

StudyMate lets you create ten types of Flash-based activities and games using three simple templates. The Flash activities can be used with any web server or published directly to WebCT Vista. StudyMate will import items from MS Word files and publisher test banks, making it easy to create interesting, interactive activities from existing content. Best of all, you don’t have to know Flash programming or HTML to use StudyMate.

StudyMate is available to TAMU Instructors at no cost through support by Instructional Technology Services and the Office of Distance Education. Please visit the ITS website for additional information and download instructions itsinfo.tamu.edu.

Effective Use of Technology-mediated Instruction — Part 1

This is the first of a three part series that will discuss how to effectively use technology-mediated instruction to enhance the learning experience. It does not matter what technology you choose to build your course, however there are some points that you must consider before you can start. The first step is to determine the goals and objectives you want your students to reach when they complete your course. These goals and objectives should guide your syllabus and course creation. Though face-to-face syllabi may have 2-3 pages, a technology enhanced course will have a longer syllabus and will go into more detail over the various aspects of the course such as support information for the technology being used. You want to make your syllabus (and course) as intuitive for the students as possible, so the students know exactly what they need to do.

Once the syllabus is created, you will determine what part of the course you want to enrich with technology by pin-pointing the components of your course that you want accessible using web-based technologies. These components could include course notes, communication, assignments, and quizzes to name a few. Once you determine the pieces that you will enhance with technology, decide on how you will create these pieces. You can look at the resources that are available in your department, your college or university-wide to see what will fit your needs. The following are other things to consider:

CIS Training Center

Are you interested in taking computer software courses at no cost? Are you a faculty member or helping a faculty member teach or prepare course materials for an academic class offered at Texas A&M University? If so, then you qualify to take computer software courses at the CIS Training Center at no cost.

The CIS Training Center offers classes in Microsoft Office (Word, Excel, PowerPoint, and Access), web page creation (HTML, Dreamweaver, Flash and FrontPage), graphics and illustration (Photoshop, Fireworks and Illustrator) and many other types of software.

New additions include courses in Adobe InDesign, Microsoft Publisher, as well as a new Photoshop class that covers Photoshop ImageReady. Another new offering, for the summer and fall, is specialized training utilizing the new Symposium lecture equipment located in many classrooms across campus.

For more information about courses offered at the CIS Training Center, visit the website at: <http://cis.tamu.edu/training/>, send an email to: talk-training@tamu.edu or call 979.845.8430.



1. Make a plan to develop your course components
2. What software applications do you want to use (this could include course management tools like WebCT or multimedia development packages like Camtasia, Impatica, or Captivate);
3. Determine the structure and sequencing of your course;
4. Decide on how you will determine if the students met the goals and objectives;
5. What areas of the course needs to be developed right now and what can wait until later, this can be an iterative process instead of all at once.

To learn more, visit the ITS web site <http://itsinfo.tamu.edu> and look under Course Consultation.

Changes to computing resources and access

As you may have noticed, Computing & Information Services (CIS) has made some changes related to campus computing resources. The first wave of changes occurred in mid-May and other planned changes will follow throughout the summer.

The changes that have already been made included:

- Consolidating access through NetID — Instead of having to maintain and remember a multitude of user names and passwords for each computing resource, CIS has switched a number of resources to NetID-based authentication. Virtual Private Network (VPN), dial-up Internet access (MODEMS), and Neo e-mail as well as access to Open Access Lab (OAL) and many classroom computers now require NetID and password in order to log in.

- Discontinuing e-mail on unix.tamu.edu — One of the main reasons for the deployment of Neo e-mail was to consolidate e-mail services and eliminate the need for e-mail accounts on a multitude of servers. ACS, POP, and LABS e-mail have all been discontinued and now unix.tamu.edu follows suit. All unix.tamu.edu account holders are able to activate a Neo e-mail account if they currently do not have one.
- Changing people.tamu.edu Web site addresses — The people.tamu.edu Web pages were shifted as part of the consolidation to NetID. URLs from people.tamu.edu/~xxx1234 were changed to people.tamu.edu/~NetID and requires setup for use. Select “Web Space Setup” from the <http://oalinfo.tamu.edu> web site. All files on the people.tamu.edu server were automatically moved when the change was made, but will probably require some updating to reflect the new directory name.

CIS Help Desk Central has set up <http://hdc.tamu.edu/changes> to provide more information and documentation on these changes. The Help Desk is available 24 hours a day, seven days a week by phone: 979.845.8300, by e-mail: helpdesk@tamu.edu, and for walk-up help in Room 1112 of the Computing Services Center/Teague Building.

Faculty Workshop On Calibrated Peer Review Set For June 23, 2005

A faculty workshop on Calibrated Peer Review (CPR) will be held from 9 a.m. to 4 p.m. (lunch provided) on Thursday, June 23, in Instructional Technology Services (ITS) in the basement of Heldenfels. This free and fun workshop is designed to help instructors actively learn more about Calibrated Peer Review . CPR is an in-depth, on-line, "writing- to-learn" and peer review tool for students. For more information about CPR, contact Wendy Keeney-Kennicutt at kennicutt@mail.chem.tamu.edu. Enrollment is limited to 18 people. Visit the ITS Web site to register: <http://itsinfo.tamu.edu>. Sponsored by the Center for Teaching Excellence, Instructional Technology Services, The Writing Center and the Office of the Associate Provost for Information Technology.

7th Annual WebCT Users Conference — July 18 - 22, 2005

Share your knowledge of WebCT and technology-mediated instruction by attending IMPACT 2005—The 7th Annual WebCT User Conference in San Francisco, California on July 18-22! For additional information: <https://programs.regweb.com/go/webctimpact2005/>.

5th Annual WebCT Texas Users Conference — October 5-7, 2005

Educators, course designers and system administrators will gather from all over Texas to meet in San Antonio to share their knowledge of WebCT and online teaching and learning. Join with peers to share successes, best practices and lessons learned. The due date for proposals is August 15, 2005. Please see <http://www.webcttexas.com>.

WebCT Standard Edition Retired

Beginning with the Summer 2005 semester, all courses using WebCT are on WebCT Vista. TAMU began migrating courses to Vista in January 2003. ITS provides consultation and tips for moving course materials to Vista.

Office of Distance Education

The Office of Distance Education is planning a name change to better reflect the office’s scope of technology mediated instruction and continuing education. Please e-mail suggestions to Jan Richards, j-richards@tamu.edu.

The Office of Distance Education is also pleased to announce the hiring of graduate assistant David Smith. Among other projects, David will be working on technology solutions for online student orientation.

Classroom Technology Update

Instructional Media Services (IMS) has implemented improvements to simplify the accessibility of the projection equipment in the classrooms they service. The computers located in IMS controlled classrooms were successfully converted to use the NetID for logins on May 17. Instructors can find their NetID by searching their name in the NEO directory located on <http://neo.tamu.edu>.

A conversion program was developed to convert instructors 'BASIC' accounts to the new NetID. The program was able to move 95 percent of the "BASIC" accounts to the new NetID. The remaining accounts will require additional assistance. For assistance please go to <http://oalinfo.tamu.edu> and select from the following choices: "Lab Account Status", "Web space setup", "Map My Home Drive" or "Combine Labs Accounts".

About one third of the converted accounts will require the NetID password to be reset. To reset a password, go to <http://neo.tamu.edu> and select "Set a new password". All instructors using the classroom desktop computers are encouraged to try their NetID on one of the classroom computers well before their first class begins. Should there be a problem, e-mail helpdesk@tamu.edu or call 979.845.8300.



Teaching & Technology
College Spotlight

Executive Master of Industrial Distribution Program Online

Created in 2001, Texas A&M University's Executive Master of Industrial Distribution Program, housed in the Dwight Look College of Engineering, has been successfully thriving and growing. The two year,

lock-step master's degree program includes an annual one week in residency on the Texas A&M campus with the remaining 24 hours of course work delivered entirely web-based via WebCT Vista. Objectives of the residency week focus on the content and important technological objectives. It is an intense week of case studies, research, and networking coupled with extensive computer use.

The master's structure of course development is a team-based approach with the faculty member leading the course development. Staff and graduate assistants help with the course design and development based upon the faculty member's vision and course objectives. Throughout this process, faculty, staff, and students are trained in the various techniques of web-based curriculum delivery and online learning. Numerous training opportunities exist through Instructional Technology Services (ITS), and additional training opportunities are available through the guidance of staff and graduate assistants of the Industrial Distribution Program. In addition, faculty are taught time-saving approaches to teaching online while maintaining high quality rigorous courses.

In the Executive Master of Industrial Distribution, the key to delivering a web-based master's has been the residency weeks for online community building and technology training for students; dedicated and experienced faculty committed to teaching master's level students; talented technological staff and graduate assistants facilitating the course development and technology processes; and, enhanced, cutting-edge curriculum responsive to industry needs. With these ingredients the technology is no longer the focus, but simply a tool for successfully educating students to excel in their careers and companies.

For more information regarding the Executive Master of Industrial Distribution, visit <http://mid.tamu.edu> or contact Lisa Marie Schlieker, Assistant to Director for the Executive Master of Industrial Distribution Program at 979-862-7611 or lisa@entc.tamu.edu.

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If you received this newsletter from a colleague and would like to be added to the Teaching and Technology Newsletter mailing list, please contact Instructional Technology Services.

On the lighter side

Von Eiff

by J. Snell

IRS Agent: "Professor Von Eiff, I'm sorry but you can not take a mileage deduction for your on-line distance education course."