

Faculty Tech Tips

An eNewsletter from Information Services

Summer 2015

NEW DIRECTOR OF CLIENT SERVICES:

Information Services is pleased to announce Paul Gargiulo as the Director of Client Services! Paul has over 14 years of experience overseeing both the Help Desk and Learning Management Systems (D2L and Blackboard). He has led many projects at WCU including the successful migration from Blackboard to D2L LMS, D2L Boot Camps and is also the technical lead for PASSHE LMS Admins. He has played an instrumental role in the success of RECAP Conference over the last several years and also serves on numerous committees including Academic Affairs Council, PASSHE LMS Task Force & Evaluation Committee and Distance Education Advisory Committee. When you see Paul, please congratulate him on his new role within Information Services!

LEARNING TECHNOLOGY BOOT CAMP:

Special D2L / Distance Education Training opportunity for Faculty

This summer D2L Services and Distance Education is offering a [Learning Technology Boot Camp](#) for Faculty. This Boot Camp will cover everything you need to know in preparation for your Fall courses. The sessions will take on a workshop format so that you can apply what you have learned right away. The Boot Camp is appropriate for Faculty with all levels of experience in D2L/DE. The Learning Technology Boot Camp is offered in June and August. Check out the [SAT calendar](#) for dates and to register!

D2L / PEOPLESOFT REFRESHER TRAINING:

We are offering D2L and PeopleSoft sessions for any faculty who would like a 'refresher' before the new semester begins. These classes will be held throughout the day from August 17th – 20th with Friday, August 21st set aside for one-on-one training for any faculty who were not able to attend one of the scheduled sessions. For training times and to register, please view the [SAT calendar](#)!

DIGITAL CORNER TRAINING:

In addition to Boot Camps and Refresher courses, there is also summer training in the [Digital Corner](#):

- Summer Workshops – June 8-10 / 9:30 -12:00
 - Easy tools to create more active learning
 - Think social media is only for leisure?
 - How to create your own videos
- Open House – August 17 – 21 / 10:00-2:00

QUICKLY BOOKMARK A WEB PAGE:

You can quickly bookmark any web page in all major browsers by pressing CTRL + D on your keyboard. Pressing these two keys together opens the bookmarks or favorites for your browser and allows you to quickly place a bookmark for the page you're currently viewing.

*Look for
new
training
initiatives,
courses,
and
marketing
...coming
this fall*

IMPORTANT DATES:

Summer I	
May 26	Classes begin
Summer II	
June 29	Classes begin
Summer III	
Aug. 3	Classes begin
Fall 2015	
Aug. 24	Classes begin

GOOGLE TIPS AND TRICKS:

Below is a list of some helpful Google tricks you may not know about:

DEFINITIONS

Pull up the definition of a word by typing 'define' followed by the word you want to define. For example, typing: **define bravura** would display the definition of that word.

LOCAL SEARCH

Visit [Google Local](#) enter the area you want to search and the keyword of the place you want to find. For example, typing: **restaurant** at the above link would display local restaurants.

PHONE NUMBER LOOKUP

Enter a full phone number with area code to display the name and address associated with that phone number.

FIND WEATHER AND MOVIES

Type "weather" or "movies" followed by a zip code or city and state to display current weather conditions or movie theaters in your area. For example, typing **weather 19317** gives you the current weather conditions for Chadds Ford, PA. Typing **movies 19317** gives you links and show times for movies in that area.

TRACK AIRLINE FLIGHT AND PACKAGES

Enter the airline and flight number to display the status of an airline flight and its arrival time. For example, type: **delta 123** to display this flight information if available.

Google can also give a direct link to package tracking information if you enter a UPS, FedEx or USPS tracking number.

CALCULATOR

Use the Google Search engine as a calculator by typing a math problem in the search. For example, typing: **100 + 200** would display results as 300.

STOCKS

Quickly get to a stock quote price, chart, and related links by typing the stock symbol in Google. For example, typing: **msft** displays the stock information for Microsoft.