



## SUMMER SEMINARS 2017

This year we are providing lunch for those workshops that take place over the lunch hour. We will start by discussing the session topic over lunch and then move to the lab for hands-on practice. An asterisk (\*) represents sessions where lunch is provided.

### **Adding Interactive Elements to your Presentation\***

June 1: 11:30am - 1:00pm  
Young 134

In this workshop, participants will learn how to add interactive elements to their presentation by working with a software program called Nearpod. Participants will learn how to take their existing PowerPoint, PDF or image and add interactive elements, such as polling, drawing, quiz questions, videos, and web links. Participants will then experience how to deliver their presentation in a live setting or as a self-paced module.

*Facilitated by Jennifer Muzyka and Leonard Demoranville, Chemistry Program*

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### **Introduction to Office 365 and One Drive\***

June 6: 11:30am - 1:00pm  
Young 134

This workshop will introduce participants to the online version of Office, also known as Office 365. We will learn how to access the online office applications, as well as gain a better understanding to what Microsoft One Drive is and why we would use it. We will learn how to collaborate and share a document. All Centre faculty, staff and students have access to Office 365 through CentreNet. In addition with exploring Office 365, we will also learn how to download the One Drive desktop apps and briefly touch on the other Office Apps for tablet and mobile devices

*Facilitated by Candace Wentz, the Center for Teaching and Learning*

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### **Mac Users: Tips & Tricks about your Mac\***

June 13: 11:30am - 1:00pm  
Young 134

Are you a Mac user and curious about better, quicker, cooler ways to navigate your Mac or work with your files and folders? In this workshop, we'll learn some basic keyboard shortcuts and some more advanced tricks specific to Macs that can help you more easily sail through your day and be a super-savvy Mac user. Time permitting, we may also delve into brief iOS tips and tricks as well.

Attendees should bring their own Mac laptop to the session if you have one. If you don't have a Mac laptop, we will have a couple available during the session for participants to use.

*Facilitated by Kristi Burch and Todd Sheene, the Center for Teaching and Learning and Russ Strunk, Information Technology Services*

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### **Moodle for Staff\***

June 14: 10:30am - 11:30am  
Young 134

Moodle is not only a Learning Management System for faculty and students, but it can serve the needs of staff departments and committees by housing important content and providing methods for effective communication. You may be looking for a way to quickly collect information from individuals or a place to house or collaborate on data. If you are curious how Moodle might work for you, consider this workshop to learn the basics and get you started.

This workshop is an overview of Moodle for beginners. We will introduce users to the basic structure and resources available in Moodle. Participants will learn how to obtain and access a course, organize and edit content, add and remove users, and work with Moodle messaging.

*Facilitated by Kristi Burch, the Center for Teaching and Learning*

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### **Connecting with your Colleagues using Zoom\***

June 14: 12:15pm - 1:15pm  
Young 134

In this hands-on session, participants will learn the basics of Zoom, Centre's videoconferencing platform. Zoom creates seamless online connections for interviews, presentations, connecting with colleagues, conversations, and more. Zoom's polling, recording, and screen sharing options allow for interactive meetings and presentations that can be preserved and shared with others.

*Facilitated by Kristi Burch, the Center for Teaching and Learning*

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### **Language Learning with Mango\***

June 15: 11:30am - 1:00pm  
Young 134

Have you been thinking about learning a language? The library can help! Whether you want to strengthen your conversational Spanish skills or just want to learn basic communication skills in a couple of languages before your summer backpacking adventure, Mango is a great, FREE way for you to learn and practice another language. With more than 70 foreign language courses, in languages ranging from American Sign Language to Yiddish, Mango can meet the majority of language learning needs.

In this workshop, we'll learn how to get the most out of Mango, from pre-testing so you can skip over content you already know, to using international films to better understand how native speakers use the language.

*Facilitated by Jen Montavon-Green, Grace Doherty Library*

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### **Creating Surveys/Assessments Using Qualtrics\***

June 20: 11:30am - 1:00pm

Young 134

Whether you want to collect data for research, design a test or quiz, design an experiment with your students, or collect departmental data throughout the academic year, Qualtrics will work for you. In this workshop you will learn about Qualtrics, our campus-wide survey platform. You will learn how to set up a survey, distribute a survey to your colleagues, and view the results. If you are already familiar with Google Forms or Survey Monkey, come learn about Qualtrics to see how this new program might fit your needs.

*Facilitated by Candace Wentz, the Center for Teaching and Learning*

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### **Creating Video Tutorials through Screencasting\***

June 22: 11:30am - 1:00pm

Young 134

In this workshop participants will learn how to create their own screen-casting videos with a program called Screencast-o-matic. Using only a web browser, we will focus on creating the video and then learn to edit it, by removing audio, inserting audio, text, and screen captions. Participants should bring ideas as to the types of video tutorials they want to create.

*Facilitated by Candace Wentz, the Center for Teaching and Learning*

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### **Collaborate on a Document with Colleagues using Microsoft's OneNote\***

June 27: 11:30am - 1:00pm

Young 134

Have you ever heard the words *digital notebook* and wondered what all the buzz was about? This workshop will help participants understand and learn more about what Microsoft's One Note digital notebook. Participants will learn how to capture documentation, processes, thoughts and ideas in an easy format. We will also learn how to collaborate on a document with their colleagues. OneNote is part of the Office 365 and is standard on all PC and Mac computers that have Office 2013 or greater.

*Facilitated by Josh Jones, Information Technology Services and Candace Wentz, the Center for Teaching and Learning*

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### **Making the Most of On-Campus Interns**

June 29: 9:30am - 10:30am

Young 134

Many on-campus departments have started using interns to assist in daily work, special projects, and to get a fresh perspective on issues facing campus. Come learn more about how to support your student intern's learning while making the most of your intern's time in your department.

*Facilitated by Mindy Wilson, the Center for Career and Professional Development*

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**2017 SPARK: Strengthening Pedagogy and Research Knowledge**

August 8

8:30am - 4:20pm

Young Hall