

In this month's newsletter, you can find information about:

- Upcoming CTL events
- Opportunities to get involved
- Resolving issues with Online Equipment Check-Out
- What innovative things your colleagues are doing
- Printing a quiz in Moodle

Upcoming Events

Mentoring Undergraduate Research

Pedagogy Luncheon

Evans-Lively—Tuesday, April 19

You've heard that undergraduate research can encourage intellectual independence, provide preparation for graduate school, and promote critical thinking, but as a mentor, how can you design and support research experiences that help students achieve these benefits? This pedagogy lunch aims to respond to faculty interest in receiving more guidance around mentoring undergraduate research. Experienced mentors from each of the three divisions will share their ideas about how to involve students in research and what it means to mentor undergraduate students. We hope this lunch will start a campus conversation about what mentoring in an undergraduate, liberal arts context looks like.

Facilitators: Steve Asmus, Sara Egge, Tony Haigh, and Ellen Prusinski

Microsoft Office User Group (MOUG)

The Microsoft Office user group is designed for those individuals who use Microsoft Office on a daily basis and would like to learn ways of working more efficiently in Office. This group is for advance users and beginners, as we will explore tips and strategies to help you take advantage of the many features in Microsoft Office. Faculty and staff should be willing to participate and engage in conversations, share ideas with how they are using Office, and the success and hurdles of this software program. This user group will meet once a month throughout the term for FREE breakfast or lunch!

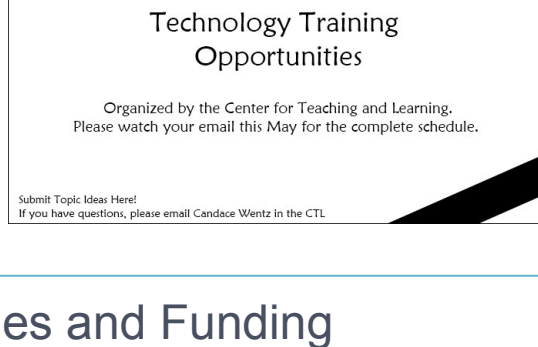
Next meeting dates: Wed. March 16: 11:30am - 12:30pm and Wed. April 20: 8:45am - 9:45am

Qualtrics User Group (QUG)

The Qualtrics user group is a discussion group now in its third year! The group consists of faculty and staff members who use Qualtrics within their department/program. We meet monthly over breakfast or lunch (the CTL buys your meal at Cowan), and discuss how we are using Qualtrics. Individuals discuss what has worked well, issues that they encounter, and collaborate with others in the group to find new ideas or solutions to existing problems.

Next meeting date: Wed. April 6: 8:45am - 9:45am

If you are interested in being part of one of these groups or you know of a colleague who may be interested, please contact candace.wentz@centre.edu.



Opportunities and Funding

Course Development Funding

The Center for Teaching and Learning is pleased to provide support of up to \$1500 for the development of new courses or significant revisions to existing courses. We are particularly interested in supporting the (re)development of courses that meet a specific programmatic need, or that rely upon a unique or exploratory pedagogical approach. It is expected that courses that are developed with funds from CTL will be taught regularly. We anticipate funding three course development proposals. All full-time employees of the college with faculty status are eligible to apply. Applications are due Friday, April 1. [Read More](#)

Teaching with Technology Mini-Grants

With support from Academic Affairs and Information Technology Services, the Center for Teaching and Learning is offering five (5) stipends of \$600 each to faculty who are willing to experiment with technology by incorporating it into their courses in inventive ways. The stipends may be used in any way that supports the integration of technology into the course. Through these stipends, we hope to encourage faculty to imagine and test how technology can be used to transform student learning. Applications are due Friday, April 29. [Read More](#)

Community-Based Learning Mini-Grants

Mini-grants of up to \$500 for the development of community based learning courses are now available on a rolling basis. These grants are meant to provide the support necessary to transform a traditional course into a community based learning course. We are particularly interested in courses that are sustainable and will not rely upon outside funds for implementation each year.

For more information about CBL, email ellen.prusinski@centre.edu.

Diversity Infusion Mini Grants

Mini-grants of up to \$500 for the creation or revision of courses to include diverse voices are now available. These grants are meant to provide the resources necessary to infuse diverse voices, especially those from historically underrepresented populations, into the syllabi of existing courses or to develop new courses that explore issues and inclusion from an academic perspective. [Read More](#)

All materials due by Friday, April 15 to ctl@centre.edu.

Please contact Rodman King with any questions.

Moodle Methods

How to print a Quiz in Moodle

Many ask how to print a quiz for students in need of a paper quiz. We now have a method of accomplishing this.

1. Turn Editing On for your course.
2. Click Add an activity or resource in the topic section of your choosing.
3. Select the Book Resource from the list.
4. Type in a name for the Book and Click Save and display.
5. Type in the Chapter title (Quiz name here would be great)
6. Under the Content area, click the expand settings icon.
7. Then click the HTML source button.
8. Copy the following code and paste it into the content area:

```
<iframe src = "QUIZ_link.html" width=100%" height="1500"><p>Your browser does not support iframes.</p></iframe>
```

9. Next, in another browser tab, open the quiz you wish to insert.
10. Under Course administration, Click on Preview to view the quiz.
11. Copy the URL for this quiz. For example:

```
https://courses.centre.edu/mod/quiz/attempt.php?attempt=62279
```

12. Return to the browser tab with your Moodle Book module.
13. Paste the link listed above between the " " in the code, replacing the Quiz_link.html.

```
<iframe src = "https://courses.centre.edu/mod/quiz/attempt.php?attempt=62279" width="100%" height="1500"><p>Your browser does not support iframes.</p></iframe>
```

14. Click the HTML source button again.
15. Your content will now show the quiz structure.
16. Click Save changes.
17. Under course administration on the left, Click on either print book, or print this chapter.
18. You can print to PDF, or print directly to the printer for a paper copy of this quiz.
19. For multiple pages of the quiz, continue to click NEXT in the embedded quiz for each page you wish to print.

[Click here for more information and diagrams](#)

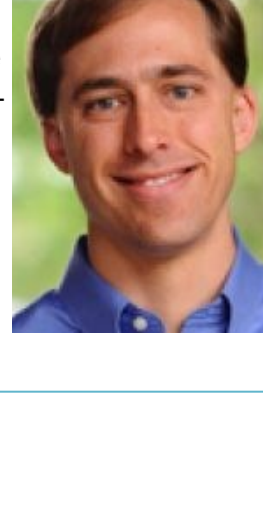
For more Moodle Methods or information about Moodle, visit <http://ctl.centre.edu/moodle-administration.html> or contact Kristi Burch.

Innovation in Teaching

Looking for inspiration?

[Check out what your fellow colleagues are doing in their courses.](#)

We have gathered a collection of interviews with faculty who are creatively engaging their students or using technology in innovative ways.



News & Resources

2016-2017 Faculty Fellows

Please help us congratulate our 2016 – 2017 Faculty Fellows! Jennifer Muzyka will be serving as our Creative Thinking Fellow and Eva Cadavid will serve as our Diversity Faculty Fellow. We are excited to have them join us!

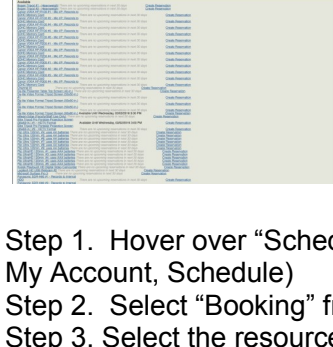
Faculty Technology Interviews

We are currently scheduling appointments to talk with faculty regarding their technology usage in the classroom. We hope to have a conversation with each of you to gain a better understanding of what you're doing in the classroom with regards to technology, what you might like to try, and how we can be of service. If you haven't already heard from us, we'll be contacting you soon! Thanks for helping us with this project!

Equipment Reservation Issues?

Help...I'm trying to reserve a piece of equipment, but the online system tells me that there is a problem with my reservation request. What can I do?

If the piece of equipment was selected from the list of resources located on the Dashboard, **please note that this feature does not work.**



Step 1. Hover over "Schedule" from the options at the top of the page (Dashboard, My Account, Schedule)

Step 2. Select "Booking" from the options listed

Step 3. Select the resource schedule for the equipment you would like to reserve.

To change schedules, hover over the blue arrow located to the right of the schedule name.

