

Educational Technology Spring 2007 Training Calendar

Register on-line at

http://www.holycross.edu/edtech/training/lunchsessions/spring2007_registration

**All Classes will be held in the
Scalia Electronic Classroom (2nd Floor Dinand Library)**

Lunch is served in the Dinand Faculty Room 15 minutes prior to each session.

Using Gradebook in Blackboard

Wed., Jan. 31st, 12:00 – 1:00 p.m. OR Thurs., Feb. 1st, 12:30 – 1:30 p.m.

Instructor: Mary Morrisard-Larkin (x3796)



Preparing Images for Digital Presentations

Wed., Feb. 7th, 12:00 – 1:00 p.m. OR Thurs., Feb. 8th, 12:30 – 1:30 p.m.

Instructor: Margaret Nelson (x3779)



Presenting Digital Slide Shows

Wed., Feb. 14th, 12:00 – 1:00 p.m. OR Thurs., Feb. 15th, 12:30 – 1:30 p.m.

Instructors: Mary Morrisard-Larkin (x3796) & Margaret Nelson (x3779)



Making Interactive Maps with ArcGIS

Wed., Mar. 14th, 12:00 – 1:00 p.m. OR Thurs., Mar. 15th, 2:00 – 3:00 p.m.**

Instructor: Richard Lent (x2576)

**** Special Thursday time. Lunch will not be served.**



Creating and Editing WebPages in Dreamweaver

Wed., Mar. 21st, 12:00 – 1:00 p.m. OR Thurs., Mar. 22nd, 12:30 – 1:30 p.m.

Instructor: Mary Morrisard-Larkin (x3796)

**Please contact session instructors or e-mail the Educational Technology Group
(edtech@holycross.edu) for additional information.**

Session Descriptions

Using Gradebook in Blackboard

Blackboard's Gradebook offers faculty a simple tool for reporting both numerical and letter grades to students and calculates a "running weighted total" which helps students track their progress throughout the semester. Participants are encouraged to bring their syllabi so that they can set-up an actual Gradebook and learn some tricks for entering grades. At the end of the session, there will be an opportunity for faculty to ask general questions about **Blackboard**.

Preparing Images for Digital Presentations

The most effective digital presentations include good quality images. This workshop will show you how to use Adobe Photoshop Elements to prepare your images for electronic presentations. Participants will learn how to resize images correctly, adjust resolution, enhance tone and color and how to save their images in an appropriate file format. You will also learn some time saving techniques for processing multiple image files.

Presenting Digital Slide Shows

Now that Kodak has stopped manufacturing slide projectors, many faculty have started making the transition from traditional slides to digital images. What is the best way to present those images to students in the classroom? How do we make those same images available to students for use outside of class? This session will show participants how digital slide shows can be created in PowerPoint, the ArtStor Offline Image Viewer and Photoshop and describe the advantages and disadvantages of each. Participants will also have an opportunity to create a slide show with each of the different software applications.

Making Interactive Maps with ArcGIS

GIS (Geographic Information System) technology combines databases with computer graphics to produce interactive maps on the computer. GIS is used in a variety of fields ranging from archaeology to zoology, some specific examples being anthropology, epidemiology, facilities management, forestry, geology, and business--any area of study that uses spatial data. In this one-hour session, Richard Lent will provide a brief introduction to GIS concepts and will demonstrate ArcGIS software, which is currently available on campus.

Creating and Editing WebPages in Dreamweaver

This hands-on training session will show you how to use *Dreamweaver* web-editing software so that you can manipulate the Holy Cross templates or update an existing website. Participants will learn how to add text, links, images and tables. At the end of the session, FTP procedures will be reviewed so that sites can be published to the Holy Cross web server.