

CCIT Fall 2018 Workshop Schedule - Dover

Center for Creative Instruction and Technology is committed to supporting faculty by providing training and educational resources for developing on-line and blended learning environments as well as providing training and support information for classrooms enhanced with technology.

Please let us know if you would like us to offer training for your department or class. We can offer training by request on any of our standard topics or on a new custom topic. If you have ideas for additional training, tutorial, or documentation topics that would be useful for us to develop and offer to the campus community, let us know. If you don't see it, ask!

Please Note: Training Dates and times are subject to change! Please refer to the ONLINE SCHEDULE prior to attending.

To get the updated schedule go to:
<https://ccit.dtcc.edu/facultystaff/workshops/>

Dover Workshops					
Workshop Title	Instructor	Day	Date	Time	Location
D2L Basics	Jerry Pearson & Kim Bates	Friday	Aug 17	9:00 AM	TER 201
D2L Basics – Open Lab	Jerry Pearson & Kim Bates	Friday	Aug 17	10:00 AM	TER 201
Video Conferencing Tools	Jerry Pearson & Kim Bates	Friday	Aug 17	1:00 PM	TER 214
D2L Gradebook & Assignments	Jerry Pearson & Kim Bates	Monday	Aug 20	10:00 AM	TER 201
D2L Grades/Assign - Open Lab	Jerry Pearson & Kim Bates	Monday	Aug 20	11:00 AM	TER 201
MS Outlook 2016 & Calendar	Jerry Pearson	Tuesday	Aug 21	11:00 AM	TER 201
Office 365 & Windows 10	Jerry Pearson	Wednesday	Aug 22	11:00 AM	TER 201
D2L Basics	Jerry Pearson & Kim Bates	Thursday	Aug 23	9:00 AM	TER 201
D2L Basics – Open Lab	Jerry Pearson & Kim Bates	Thursday	Aug 23	10:00 AM	TER 201
D2L Gradebook & Assignments	Jerry Pearson & Kim Bates	Friday	Aug 24	10:00 AM	TER 201
D2L Grades/Assign – Open Lab	Jerry Pearson & Kim Bates	Friday	Aug 24	11:00 AM	TER 201
MS Outlook 2016 & Calendar	Jerry Pearson	Thursday	Aug 30	11:00 AM	ETB 701
Office 365 & Windows 10	Jerry Pearson	Friday	Aug 31	2:00 PM	ETB 756
SEPTEMBER					
Video Conferencing Tools	Jerry Pearson & Kim Bates	Wednesday	Sep 5	3:00 PM	TER 214
D2L Gradebook & Assignments	Jerry Pearson & Kim Bates	Thursday	Sep 6	3:00 PM	ETB 756
D2L Basics	Jerry Pearson & Kim Bates	Friday	Sep 7	2:00 PM	ETB 756
D2L Discussion Forums	Jerry Pearson & Kim Bates	Friday	Sept 21	2:00 PM	ETB 756
IIC Checkpoint	Kim Bates	Friday	Sep 28	1:00 PM	TER 214
OCTOBER					
Office 365 & Windows 10	Jerry Pearson	Thursday	Oct 25	11:00 AM	ETB 720
MS Outlook 2016 & Calendar	Jerry Pearson	Friday	Oct 26	11:00 AM	ETB 757
D2L Discussion Forums	Jerry Pearson & Kim Bates	Friday	Oct 26	2:00 PM	ETB 757
D2L Cool Features	Kim Bates	Wednesday	Oct 31	3:00 PM	TER 214
NOVEMBER					
D2L Accessibility	Kim Bates	Monday	Nov 19	2:30 PM	TER 214
D2L Gradebook Help – Open Lab	CCIT Staff	Thursday	Nov 29	9 AM – 3 PM	TER 214
D2L Gradebook Help – Open Lab	CCIT Staff	Friday	Nov 30	9 AM – 3 PM	TER 214
DECEMBER					
D2L Gradebook Help – Open Lab	CCIT Staff	Thursday	Dec 6	9 AM – 3 PM	TER 214
D2L Gradebook Help – Open Lab	CCIT Staff	Friday	Dec 7	9 AM – 2 PM	TER 214
D2L Course Copy – Open Lab	CCIT Staff	Thursday	Dec 13	9 AM – 3 PM	TER 214

Workshop Descriptions:

D2L Basics: This workshop will go over the basic layout and functionality of D2L. Topics will include navigation, content, html editor and course copy.

D2L Discussion Forums: This workshop will get you ready to set up your own discussion forums topics in D2L and link them to the gradebook. This will include setting up restrictions, views and submission options.

D2L Gradebook and Assessment: This workshop will provide you the tools necessary to set up and link gradebook to assignments, quizzes and other assessments.

D2L Discussion Forums: This workshop will get you ready to set up your own discussion forums topics in D2L and link them to the grade book. This will include setting up restrictions, views and submission options.

D2L Cool Features: Come see and learn about some of the cool features available in this Learning Management system that will help make your class more versatile and interesting for your students.

D2L Accessibility: Learn how to make your course ADA Compliant

Adding Interactive Content: Come see and learn about some of the different ways to incorporate interactive content within D2L.

Office365 & Windows 10: This workshop will give you the skills you need to navigate the latest window operating system. Become familiar with the look and feel of the new Windows10 layout and Office365 is the same office you already know and use every day. However, Office365 is powered by the cloud, so you can access your applications and files from virtually anywhere. This workshop will provide you an overview of the new Office365 layout as well as some short tips and tricks to leverage Office365 in your daily tasks.

MS Outlook 2016/Calendar: This workshop will help boost your communication skills and increase productivity in the workplace with a quick overview of the new email layout, customization, tips and tricks a well as other tools that are available.

Video Conferencing Tools: Want to learn ways to engage your students outside of the classroom setting. Come and see if this tool is for you. This workshop will provide an overview of what Zoom can do for you and if this tool would benefit you and your students as well as an added option for multi-conferencing and online collaboration. FREE accounts are available to all users and limited Pro accounts have been purchased for those powers uses who require more options than a FREE account can offer. **Skype for Business:** This workshop will provide you with an overview of how Skype can be used for intra-campus videoconferencing, not just an instant messaging tool. **YouSeeU:** This workshop will provide you with an overview of this interactive web based tool within D2L (Only available within the LMS)

Contacts

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