Information Technology Services Newsletter: Summer 2002

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**Macromedia Flash Workshop**

FLASH is coming! Friday May 10 from 2:30-5:00 pm in Dailey Hall Room 203. Dan Kennedy will be on hand to teach Macromedia’s Flash. So don’t miss this wonderful opportunity to learn this interesting program! Flash is the fastest way to create rich Internet content for your webpages. Powerful video, multimedia and application development features allow the creation of rich user interfaces, online advertising, eLearning courses and enterprise application front-ends. For any questions please call Trich Siegel at 395-5844. See page 2 for more details.

**Graphs, Charts, and Tables in Excel**

Diane White will be teaching a training session on how to use Microsoft Excel. The training session will cover graphs, charts, and tables. The class will take place in Dailey Hall on Friday, May 31 from 1 p.m. to 4 p.m. To register call Tammy Loscombe at 395-2368 or register online at: www.itss.brockport.edu/workshop_reg.htm. See page 2 for more details.

**Camcorders at Media Services**

Media Services now has two Panasonic AG-188 standard VHS camcorders available for loan to faculty and staff to video tape classroom presentations and other college related events. The camcorders are available for loan for a period up to three days at a time. Media Services will provide training on the use of the camcorders, but operation of the camcorders is the responsibility of the user. Students may borrow a camcorder upon obtaining written permission from an instructor that contains the student's name, the course name for which the camcorder is being used, the date of the requested loan, and the instructor's signature and phone number. Advance reservations are strongly suggested. For more information or to make a reservation, call Media Services x2660.

**CIT 2002**

The Conference of Instructional Technologies presents “Meeting the Challenge: Technology for Scholarship and Teaching”. The conference will be held at SUNY Oneonta from May 28-30, 2002. CIT 2002 is co-sponsored by the SUNY University Faculty Senate, SUNY Faculty Council of Community Colleges, and the SUNY Training Center. For more information about this year’s conference plus on-line registration and scholarship application, please visit the CIT 2002 website at:

http://cit.suny.edu/
ITSS Faculty/Staff Training Workshops

What: A series of Training sessions devoted to beginner, intermediate and advanced topics in using Microsoft Office 2000. For maximum benefit, participants should attend each level of the desired class in which they want to attend.

Topics: Sessions will include lecture and hands-on exercises and are designed to emphasize practical applications. Although a common database will be used in class, participants are encouraged to bring ideas regarding actual database applications, forms, reports, etc. from the workplace to share.

When: May 20th - May 24th, Monday thru Friday

<table>
<thead>
<tr>
<th>Time</th>
<th>Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 am - 12 pm</td>
<td>Intermediate Word</td>
</tr>
<tr>
<td>9 am - 12 pm</td>
<td>Advance Word</td>
</tr>
<tr>
<td>9 am - 12 pm</td>
<td>Intermediate Dreamweaver</td>
</tr>
<tr>
<td>9 am - 12 pm</td>
<td>Advanced Dreamweaver</td>
</tr>
<tr>
<td>9 am - 12 pm</td>
<td>Intermediate Project</td>
</tr>
<tr>
<td>1 pm - 4 pm</td>
<td>Intermediate Excel</td>
</tr>
<tr>
<td>1 pm - 4 pm</td>
<td>Advanced Excel</td>
</tr>
<tr>
<td>1 pm - 4 pm</td>
<td>Intermediate Access</td>
</tr>
<tr>
<td>1 pm - 4 pm</td>
<td>Advanced Access</td>
</tr>
<tr>
<td>1 pm - 4 pm</td>
<td>Intermediate PowerPoint</td>
</tr>
</tbody>
</table>

Friday, May 31 Microsoft Excel: Graphs, Charts & Tables 1:00-4:00 pm

Register online at: http://www.acs.brockport.edu/workshop_reg.htm or email tloscomb@brockport.edu or call x2368.

ITSS Offers Director Training Sessions

Faculty and staff are invited to attend the following Director training sessions in order to acquaint users with multimedia to enhance their teaching, research and scholarship. Director is a powerful Macromedia program used to create 3D learning environments, interactive demonstrations, online learning applications and more on the web, CD, DVD, and intranets. Then, you can publish to the web using Macromedia’s Shockwave Player.

Mark you calendar for the following training sessions:

<table>
<thead>
<tr>
<th>Session</th>
<th>Instructor</th>
<th>Date</th>
<th>Time</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director I (MAC)</td>
<td>Dan Kennedy</td>
<td>April 26</td>
<td>2:30-5:00</td>
<td>Introduction</td>
</tr>
<tr>
<td>Director II (MAC)</td>
<td>Dan Kennedy</td>
<td>May 3</td>
<td>2:30-5:00</td>
<td>Intermediate</td>
</tr>
<tr>
<td>Flash</td>
<td>Dan Kennedy</td>
<td>May 10</td>
<td>2:30-5:00</td>
<td>Introduction</td>
</tr>
<tr>
<td>Director III (MAC)</td>
<td>Dan Kennedy</td>
<td>May 17</td>
<td>2:30-5:00</td>
<td>Advanced</td>
</tr>
</tbody>
</table>

Director classes will be held in the new School of Arts and Performance Media Lab- Holmes Hall Room 103. You can register by calling Tammy Loscombe at 395-2368

*Flash session will be held in Room 203 of Dailey Hall*
Help Desk Update

By Janak Gada

As the first full academic year of the ITS Help Desk project comes to an end, I would just like to share some of our accomplishments. While we are definitely looking for ways to improve our services to the SUNY Brockport community, here is what we feel we’ve done this past year. None of this work could have been possible without hard work and dedication of our excellent student employees. And as always, please feel free to contact me with any feedback to help us serve you better. I can be reached via e-mail (jgada@brockport.edu) or telephone (395-2887).

*To date, the Help Desk has received over 3,600 requests for service.
* In the Fall semester, we were able to resolve 15% of incoming requests immediately.
* In the Spring Semester, we increased our immediate resolution of calls to 28%.
* On average, central intake of service requests has shortened the time until we can send someone to your office.

Again, the ITS Faculty/Staff Help Desk is here to serve your Information Technology needs. So if you have a question about your computer, please call us at 395-5151!

Consider Visual Studies This Summer


For complete catalog and registration information go to http://www.vsw.org/education/summer.html.
For a printed catalog send e-mail to info@vsw.org.

These are course offerings for all levels and interests. Summer faculty, including artists, photographers, and critics from throughout the country, provide a lively forum for the exchange of ideas about theory and practice. The workshop structure is central to Visual Studies Workshops educational practice and is designed to encourage maximum exchange among participants and instructor. Graduate or Undergraduate credit is available through SUNY Brockport.

SUNY Technology Conference 2002

The State University of New York Technology Conference will be held at Hudson Valley Resort and Spa in Kerhonkson, NY from June 16-19, 2002. The title of the conference is “New Solutions in Our Changing World”. The annual SUNY Technology Conference will once again offer attendees several unique opportunities to discuss the challenges of higher education technology in an informal atmosphere. In addition to the professional development series, forty-five plus COA/TOA/EdTOA track sessions, keynote address, and technology exhibition, the conference is sponsoring different activities during Tuesday afternoon’s Informal Networking block from noon to 5 pm. The activities range from STC 2002 Open Golf Tournament, Museum and Lighthouse Tour, Bonticou Crag Hike, and Split Rock Hike. Each of these activities require separate registration and fee. For more details on the conference, visit the website at: www.stc.suny.edu.

Supported Software Update

This is a reminder that TopClass and Front Page will no longer be supported at the end of the Spring 2002 semester. Users are encouraged to use Angel as a course management system and Dreamweaver for creating webpages.
Information Technology Services

W. Max Ivey, Associate VP for ITS

Information Technology Services consists of Drake Library, administrative and academic computing, data processing, and media services areas.

ITSS Staff

**Orzech, Mary Jo, Director**
Office: 217 Dailey Hall; Phone: 395-2368  
E-Mail: morzech@brockport.edu

**Loscombe, Tammy, Secretary**
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E-Mail: tloscomb@brockport.edu

Instructional Support

**Anugu, Reddy, Software Analyst**
Office: 207 Dailey Hall; Phone: 395-2463  
E-Mail: ranugu@brockport.edu

**Parsons, Anne, Computer Resources Manager**
Office: 204 Dailey Hall; Phone: 395-5470  
E-Mail: aparsons@brockport.edu

**Saraceni, Jeanne, Software Support Specialist**
Office: 208 Dailey Hall; Phone: 395-2452  
E-Mail: jsaracen@brockport.edu

Hardware Support

**Heywood, Robert, PC Technician**
Office: 23 Edwards Hall  
E-Mail: rheywood@brockport.edu

**Morrison, Richard, PC Technician**
Office: 23 Edwards Hall  
E-Mail: dmorrison@brockport.edu

Media Services

**Hart, Richard, Media Services**
Office: 23 Edwards Hall; Phone: 395-2660  
E-Mail: rhart@brockport.edu

**Mancini, Frank, Media Services**
Office: 23 Edwards Hall; Phone: 395-2660  
E-Mail: fmancini@brockport.edu

Hours of Operation*

Monday - Thursday 8:00 am - 1:00 am  
Friday 8:00 am - 9:00 pm  
Saturday 9:00 am - 9:00 pm  
Sunday 1:00 pm - 1:00 am

* Hours of operation change between semesters.

Telephone Numbers

Dailey Hall Supervisor’s Desk 395-2247  
Dial-in 395-2180  
Fax 395-2399

Computer Labs in Dailey

- 202 PC Teaching Classroom (32 stations)  
- 203 PC Teaching Classroom (32 stations)  
- 205 PC Teaching Classroom (40 stations)  
- 211 Software Hardware Evaluation Lab  
- 212 Sun Lab (30 stations)  
- 213 Computer Skills Testing (30 stations)

On-Line Forms @ ITSS Web Site

- Resource Request Form  
  http://www.itss.brockport.edu/request.html  
- Faculty/Staff Account Form  
  http://www.itss.brockport.edu/facacct.html  
- Student Employment Application Form  
  http://www.itss.brockport.edu/application.html  
- Workshop Registration Form  
  http://www.itss.brockport.edu/survey.html  
- ITSS Comments/suggestion Form

Information Technology Services Newsletter is published three times a year by ITS, State University of New York, College at Brockport. Contributions and suggestions in any form (Voice, Fax, Mail, or E-mail) are welcome and should be addressed to Information Technology Support Services, Dailey Hall.