

C²¹TE Fall 2005 Workshops

Each semester, the Center for 21st Century Teaching Excellence (C²¹TE) offers a series of workshops open to all USF instructors. These workshops give participants an opportunity to meet instructors from across campus to discuss and put into practice ideas about inquiry-based learning, critical thinking, handling plagiarism, assessing students' writing, teaching large classes, creating teaching portfolios, creating inclusive classrooms, and integrating technology and pedagogy.

VITAL Workshop Series

VITAL (USF's Virtual Instructional Team for the Advancement of Learning) is a multi-unit consortium representing Academic Computing Technologies (ACT), the Center for 21st Century Teaching Excellence (C²¹TE) and its Media Innovation Team (MIT), Educational Outreach, the Florida Center for Instructional Technology (FCIT), the Health Sciences Center for Information Services, the Tampa Campus Library, and WUSF-TV.

Participants receive a complete instruction manual at every VITAL workshop.

This brochure lists the C²¹TE and VITAL Fall 2005 workshop series



For detailed workshop descriptions and to register electronically for C²¹TE and VITAL workshops visit: <http://www.cte.usf.edu/workshops> OR <http://www.usf.edu/vital> [select "Technology Workshops..." at the VITAL site] or call (813) 974-2576

If a reasonable accommodation of a disability is needed, please contact Dawn Christian at (813) 974-2576 at least five working days prior to the event.

Most workshops will be repeated in subsequent semesters. If you are an instructor or Graduate Teaching Assistant (GTA) already familiar with the content of these workshops and would like individual assistance, please contact the C²¹TE at (813) 974-2576. You may also request a customized workshop for an interested group of instructors. Certificates are awarded on accumulating 20 hours of workshop time.

C²¹TE / VITAL

Getting Started with Real-Time Online Interactions Using Elluminate Live!

Facilitators: Shauna Schullo, Neil Gomes (C²¹TE), Lindsey Mercer, and Sayed Alkhabbaz (MIT)

Friday, September 9; 9:00 AM to 12:00 PM | Location: LIB309

Learn how to add the dynamic interaction of the traditional classroom to your online course or enhance a face-to-face course with the synchronous tool, Elluminate Live! This workshop provides a hands-on introduction to the features and functionality of Elluminate Live! and also shows you how to use the tools to increase interaction in your courses. USF currently has a license for Elluminate Live! till the end of the Fall '05 semester.

VITAL

Getting Started with Blackboard

Facilitators: Rui Cheng, Amy Hilbelink, and Argine Mugarra (FCIT)

Friday, September 9; 1:00 PM to 4:00 PM | Location: LIB309

Jump-start your use of Blackboard as a teaching tool by discovering relevant features and learning how to initiate and develop your course site. Gain experience using Blackboard as an instructor; learn to upload a syllabus, manage students and grades, add links, and much more.



Flashlight Online: Lighting the Way to Student Assessment*Facilitator: Neil Gomes***Monday, September 12; 1:00 PM to 4:00 PM | Location: LIB309**

In this session, you will learn to use Flashlight Online, a survey tool developed exclusively for USF and other member institutions of the Teaching, Learning, and Technology Group. Using Flashlight Online you can quickly create surveys for students without having to worry about programming or databases. Data analysis features are also available in Flashlight Online.

C²¹TE**Developing Students' Critical Thinking Skills***Facilitator: Carlos Zalaquett***Tuesday, September 13; 2:00 PM to 4:30 PM | Location: SVC2070**

This session will explore approaches to teaching and learning that take students to a higher level of critical thinking.

C²¹TE**Latest Library Services for Teaching and Research***Facilitator: Ilene Frank***Wednesday, September 14; 2:00 PM to 3:00 PM | Location: Online via Elluminate****Refer to the last page of this brochure for Elluminate participation instructions.**

Let us introduce you to the newest library services and resources for your teaching and research. Learn how to request electronic copies of articles from journals found in the Tampa Library. Learn about RefWorks, a web-based bibliographic management program that has been licensed for use by students and faculty at USF. Learn about new databases with everything from digitized classical music to psychology resources to women's studies.

VITAL

Adding Content: Using Blackboard to Organize, Enhance, and Deliver Course Materials*Facilitators: Shauna Schullo (C²¹TE), Amy Hilbelink, and Argine Mugarra (FCIT)***Friday, September 16; 1:00 PM to 4:00 PM | Location: LIB309**

Increase student access to course content with Blackboard by exploring various options for effective and efficient web-based content delivery. Learn how to use existing documents (as is and via conversion), create basic web documents, organize content, and much more within a Blackboard course.

C²¹TE**Writing Case Studies***Facilitator: Grandon Gill***Monday, September 19; 2:00 PM to 4:30 PM | Location: BSN2101**

Learn how to create and use case studies to stimulate active discussion in the classroom. This workshop focuses on organizing and formatting ideas as well as on writing the case. Find out more about the case method as a pedagogical tool for active learning and how you can create cases to meet your teaching and learning needs.

C²¹TE**Creating a Teaching Portfolio***Facilitator: Carol Harneit***Tuesday, September 20; 2:00 PM to 4:30 PM | Location: LIB309**

Teaching portfolios can be used to guide instructional improvement efforts and strengthen applications for employment, tenure, or teaching awards. Participants in this workshop will examine how portfolios are best planned, written, and revised.

VITAL

Using Blackboard's Communication Tools to Improve Collaboration & Enhance Learning*Facilitators: Neil Gomes (C²¹TE), Rui Cheng, and Amy Hilbelink (FCIT)***Friday, September 23; 1:00 PM to 4:00 PM | Location: LIB309**

Communication tools are commonly utilized online-teaching/learning instruments. Discover effective approaches to using these tools to promote meaningful instructor-student and student-student interaction. Topics covered include effective strategies and best practices with using Blackboard e-mail, discussion boards, chat, and Virtual Classroom tools.



Help with Assessing Students' Writing

Facilitator: Teresa Flateby

Monday, September 26; 2:00 PM to 4:30 PM | Location: ADM296

If you assign writing or are teaching a Gordon Rule writing course and need assistance with grading students' papers, this workshop is for you!

VITAL

New Features in Blackboard

Facilitators: Shauna Schullo, Neil Gomes (C²¹TE), Amy Hilbelink, and Rui Cheng (FCIT)

Tuesday, September 27; 1:00 PM to 4:00 PM | Location: LIB309

Blackboard now has some substantive and exciting additional features that have been included to enhance teaching and learning and to facilitate course management. This workshop will include overviews of these features and present ways in which these features could be used effectively. Features include: Student Performance Assistant, Discussion Board Grading, Campus Pack (Journal, Teams, etc.), SafeAssignment (plagiarism detection tool), and the Blackboard Content Management System (including eReserves and Digital Portfolio).

C²¹TE

Library Experts: An Underutilized Online Learning Resource - A Live Audio Conference

Facilitators: Mike Scheuermann

Thursday, September 29; 1:00 PM to 2:30 PM | Location: LIB646 - Dean's Conference Room

Due to limited seating, advance registration is required for this workshop.

Online educators and students tap into a vast array of resources and require the incorporation of a large number of resources in their learning environments. Effective inclusion and leveraging of resources can enhance the teaching and learning experience. An untapped yet valuable resource for online learning environments lies in plain sight – in our libraries. Join Mike Scheuermann at this presentation (a live audio conference), as he describes how to effectively incorporate these invaluable resources into your online courses and the learning stream, and enhance your online courses with their presence and expertise.

VITAL

Assessment Online: Improving Blackboard with Interactive Exercises, Surveys, & Tests

Facilitators: Rui Cheng, Argine Mugarra, and Amy Hilbelink (FCIT)

Friday, September 30; 1:00 PM to 4:00 PM | Location: LIB309

Understand the possibilities and limitations of online assessment by learning to create online tests and surveys in Blackboard. This workshop covers the use of all types of test/survey questions in Blackboard and addresses other assessment topics that will advance your use of online assessment via Blackboard.

VITAL

Using HTML (Hypertext Markup Language) to Create Effective Web Pages

Facilitators: Neil Gomes, Cacilda Barros, Albert Ritzhaupt, and Angie Young (C²¹TE)

Friday, October 7; 1:00 PM to 4:00 PM | Location: LIB309

Learn how to create Web pages using HTML code, the primary language of the Internet. Knowledge of this core process of Web design will enable you to read, understand, manipulate, and extend the code that popular HTML editors like FrontPage and Dreamweaver generate. Web pages you create using HTML code could be published on the Web or to Blackboard.

C²¹TE

Higher Order Outcomes

Facilitator: Walt Wager (FSU)

Tuesday, October 11; 1:00 PM to 2:30 PM | Location: SVC2070

How can you effectively communicate your expectations to students? First they have to be clear to you. This workshop reveals how to write and teach for higher-order outcomes (concepts, principles and problem-solving) that describe what the student will be able to do at the end of the instruction, that they could not do when they started. By the end of this workshop, you will be able to write higher-order learning outcomes and determine appropriate student assessments for those outcomes.

Creating Basic Web Pages: Getting Started with Dreamweaver

Facilitators: Neil Gomes, Cacilda Barros, Angie Young (C²¹TE), and Todd Lincoln (MIT)

Tuesday, October 18; 1:00 PM to 4:00 PM | Location: LIB309

Learn to create Web pages using Dreamweaver, the most popular Web design application. In this workshop, you will familiarize yourself with the Dreamweaver design interface; set up a Web site; modify Web page properties; add and edit text, images, and movies; create lists; and much more. Your new skills would enable you to develop Web sites and engaging Web pages for your courses.

C²¹TE

What is Inquiry-based Learning?

Facilitator: Drew Smith

Friday, October 21; 2:00 PM to 4:30 PM | Location: LIB309

This session will explore the essentials of inquiry-based learning and how it differs from traditional methods of instruction. Inquiry-based learning is an approach to teaching and learning that reflects USF's priorities for enhancing the research experience of undergraduate students.

VITAL

Creating Intermediate Web Pages Using Dreamweaver

Facilitators: Neil Gomes, Albert Ritzhaupt, Cacilda Barros, and Angie Young (C²¹TE)

Tuesday, October 25; 1:00 PM to 4:00 PM | Location: LIB309

Extend your Dreamweaver skills to better organize your Web pages and add interactivity. Learn to create and use tables, links, image maps; embed images and video; develop a Macromedia Flash-based Web Photo Album (that could also be used as a photo presentation); and much more. Design Web pages with a clear content structure and provide engaging experiences to your students/visitors.

C²¹TE

Reflecting Your Course in a Learning-centered Syllabus

Facilitators: Shauna Schullo and Diane Williams (C²¹TE)

Friday, October 28; 2:00 PM to 4:30 PM | Location: LIB309

Focus on designing hardcover and online syllabi that establish a framework for instructors to teach students how to learn subject matter. Discuss the essential and optional components of a good syllabus, the relationship of the syllabus to the course goals and the instructor's teaching philosophy and the potential of the online syllabus by using examples from several disciplines.

VITAL

Creating Advanced Web Pages Using Dreamweaver

Facilitators: Neil Gomes, Cacilda Barros, Albert Ritzhaupt, and Angie Young (C²¹TE)

Tuesday, November 1; 1:00 PM to 4:00 PM | Location: LIB309

Discover techniques to develop advanced Web pages in minutes using Dreamweaver! This workshop focuses on increasing Web development efficiency by basing Web pages on templates and effecting global design changes using style sheets. You will learn to create and use templates, develop cascading style sheets (CSS), create site layouts using traced tables, use the USF header, and much more.

C²¹TE

As I See It: Views of Students with Disabilities on Teaching and Learning at USF

Facilitators: Panel of USF Students with Disabilities

Friday, November 4; 2:00 PM to 4:00 PM | Location: SVC1135

Our student panel series continues with an opportunity to meet a distinguished panel of students with disabilities who will share insights about teaching and learning from their perspectives.



Enhancing Teaching and Learning with PowerPoint

Facilitators: Neil Gomes, Sabrina Curry, and Angie Young (C²¹TE)

Two Incremental Sessions:

Session #1 - Tuesday, November 8; 1:00 PM to 4:00 PM | Location: LIB309 AND

Session #2 - Tuesday, November 15; 1:00 PM to 4:00 PM | Location: LIB309

Many of us know how to use PowerPoint. But how many of us know how to use PowerPoint to enhance teaching and learning? In this two-session intensive hands-on workshop series, you will learn how to: 1) use PowerPoint to increase student learning by creating enhanced overhead transparencies, class handouts, and/or multimedia presentations from existing text documents, such as lecture notes, 2) enhance text-based PowerPoint presentations by adding graphics, clip art, and materials downloaded from the World Wide Web, and 3) integrate basic instructional design principles and active learning strategies into PowerPoint presentations for classroom use. In short, you will learn how to create course-relevant PowerPoint presentations and explore ways that PowerPoint can be used to maintain student interest as well as enhance comprehension and retention.

C²¹TE

Fostering a Positive Learning Environment for all Students

Facilitators: Deidre Cobb-Roberts and James Cavendish

Thursday, November 10; 2:00 PM to 4:30 PM | Location: SVC2070

How can we as instructors foster a respectful, inclusive, and professional learning environment for our students? This session will focus on how instructors can enhance students' motivation and utilize diversity as an asset that facilitates positive educational outcomes, including increased cultural awareness and critical thinking.

VITAL

Using Multimedia to Enhance Online Learning

Facilitators: Neil Gomes, Angie Young, and Cacilda Barros (C²¹TE)

Friday, November 18; 1:00 PM to 4:00 PM | Location: LIB309

Recent advances in digital technology have made it easier than ever before to develop multimedia for online learning. In this workshop, you will learn to use the latest, easy-to-use multimedia technologies available at USF and elsewhere, such as: MovieMaker, PhotoStory, CMap (Concept Mapping software), Flashlight Online, RoboDemo, RoboPresenter/Articulate Presenter, etc. to enhance online teaching and learning. The workshop will also include a demonstration of the process of capturing and digitizing video and an introduction to various organizations at USF that assist instructors with using multimedia in their courses.

VITAL

Intermediate PowerPoint: Further Enhancing Teaching and Learning with Multimedia

Facilitators: Neil Gomes, Sabrina Curry, and Angie Young (C²¹TE)

Tuesday, November 22; 1:00 PM to 4:00 PM | Location: LIB309

In this hands-on workshop, created especially for instructors who are already familiar with PowerPoint, you will explore how to use PowerPoint's multimedia features and learn how to add audio narration, embed video and audio clips, automate slide shows based on timing, and much more; all in concert with active learning strategies to increase student learning.

C²¹TE

Making the Case Against Plagiarism

Self-paced Online Workshop

Perpetual Online Availability | Location: <http://www.cte.usf.edu/plagiarism/index.html>

This is an interactive online workshop that presents instructors with materials for teaching students about awareness, prevention, detection, and consequences of plagiarism. Learn about techniques and tools for teaching professional integrity, dealing with plagiarism in the classroom, and using SafeAssignment, a plagiarism detection tool that is an integral part of MyUSF (Blackboard).



Operating Systems: All hands-on technology workshops are conducted in the LIB309 computer lab on Windows computers only. If a MAC computer is preferred, contact Dawn Christian at (813) 974-2576 at least five working days prior to the event.

Locations: SVC - Student Services | ADM - Administration | BSN - College of Business
LIB309 & 646 - 3rd & 6th Floor respectively of the Tampa Campus Library.

New C²¹TE Online Synchronous Workshops Using Elluminate

C²¹TE / VITAL

Online Workshop Mini-series - Varied Teaching Topics

Facilitators: Shauna Schullo (C²¹TE), Rui Cheng, Amy Hilbelink, and Argine Mugarra (FCIT)

Sessions: Last Wednesday of Each Month; 9:00 AM to 11:00 AM

#1: Teaching at a Distance - An Overview of Options | September 28

#2: Creating Effective Course Materials for Online Learning | October 26

#3: Planning and Assessing Collaboration and Group Work Online | November 30

This continuing mini-series initiates an online community for instructors to investigate and share Web-based learning environments, online teaching strategies used to achieve learning outcomes, and how courses and learning strategies can be more interactive and engaging. The sessions will be highly interactive utilizing both asynchronous and synchronous approaches on each topic.

C²¹TE / VITAL

Virtual Brown Bag Lunch Sessions - Varied Teaching and Educational Technology Topics

Facilitators: Shauna Schullo, Neil Gomes (C²¹TE), Rui Cheng, Amy Hilbelink, Argine Mugarra (FCIT)

Sessions: Third Wednesday of Each Month; 12:00 PM to 1:00 PM

#1: Digital Media in Education | September 21

#2: Building Learning Communities | October 19

#3: Large Classes - The Search for Effective Approaches | November 16

These sessions are on current and important topics chosen by faculty and instructional support personnel. These workshops will allow you to increase your technology skills, try a new mode of learning, and make connections across the campus and even across the world.

Synchronous Software (Elluminate Live!) Instructions:

Synchronous software allows faculty to participate in a professional workshop/discussion or teach distance students simultaneously. The interactive product currently licensed by USF, Elluminate Live!, allows participants to view presentations and participate in "real time" in audio discussions and online chat. A headphone with microphone is required; C²¹TE (SVC 1072) has headphones for loan to participants who do not have their own.

To participate in an Elluminate Live! synchronous session:

- Register for the workshop as usual through <http://www.cte.usf.edu/workshops>
- Download and install Java Web Start on the computer you plan to use during the session from <http://www.illuminate.com/support/> (20-30 min. on a 56K dial-up connection; less on faster connections)
- Check your computer before the day of the session to ensure that Elluminate works. Call 813-974-7899 or go to: <https://www.illuminate.com/mtg.jnlp?password=377719814> for assistance.
- To login, go to: <http://www.illuminate.com/member.jsp>; use your first name and last name joined by an underline, e.g., Jane_Doe, for both the login ID and the password.
- To join a session, go to: <http://www.illuminate.com/member.jsp> and click Join at the time and day indicated in the schedule.

C²¹TE / VITAL Workshops
Center for 21st Century Teaching Excellence
University of South Florida
4202 East Fowler Avenue, SVC1072
Tampa, FL 33620-6912



September 2005						
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September:

9/9 - LIB309 - 9AM-12PM
Getting Started with Elluminate

9/9 - LIB309 - 1PM-4PM
Getting Started with Blackboard

9/12 - LIB309 - 1PM-4PM
Flashlight Online

9/13 - SVC2070-2PM-4:30PM
Developing Students' Critical Thinking Skills

9/14 - Online - 2PM-3PM
Latest Library Services for Teaching and Research

9/16 - LIB309 - 1PM-4PM
Adding Content: Using Blackboard to Organize

9/19 - BSN2101 - 2PM-4:30PM
Writing Case Studies

9/20 - LIB309 - 2PM-4:30PM
Creating a Teaching Portfolio

9/21 - Online - 12PM-1PM
Brown-bag Discussion (BBD) - Digital Media in Education

9/23 - LIB309 - 1PM-4PM
Using Blackboard's Communication Tools

9/26 - ADM296 - 2PM-4:30PM
Assessing Students' Writing

9/27 - LIB309 - 1PM-4PM
New Features in Blackboard

9/28 - Online - 9AM-11AM
Online Mini-series (OMS) - Teaching at a Distance

9/29 - LIB646 - 1PM-2:30PM
Library Experts: Audio Conf.

9/30 - LIB309 - 1PM-4:00PM
Assessment Online: Improving Blackboard with Interactive Exercises

October:

10/7 - LIB309 - 1PM-4PM
Using HTML to Create Effective Web Pages

10/11-SVC2070-1PM-2:30PM
Higher Order Outcomes

10/18 - LIB309 - 1PM-4PM
Creating Basic Web Pages Using Dreamweaver

10/19 - Online - 12PM-1PM
BBD - Building Learning Communities

10/21 - LIB309 - 2PM-4:30PM
What is Inquiry-based Learning?

10/25 - LIB309 - 1PM-4PM
Creating Intermediate Web Pages Using Dreamweaver

10/26 - Online - 9AM-11AM
OMS - Creating Effective Course Materials for Online Learning

10/28 - LIB309 - 2PM-4:30PM
Reflecting your Course in a Learning-centered Syllabus

Self-paced Online Workshop
Making the Case against Plagiarism
<http://www.cte.usf.edu/plagiarism/index.html>

November:

11/1 - LIB309 - 1PM-4:00PM
Creating Advanced Web Pages Using Dreamweaver

11/4 - SVC1135 - 2PM-4PM
As I See It: Views of Students with Disabilities

11/8 - LIB309 - 1PM-4PM
Session 1: Enhancing Teaching and Learning with Power Point

11/10-SVC2070-2PM-4:30PM
Fostering a Positive Learning Environment for all Students

11/15 - LIB309 - 1PM-4PM
Session 2: Enhancing Teaching and Learning with Power Point

11/16 - Online - 12PM-1PM
BBD - Large Classes: The Search for Effective Approaches

11/18 - LIB309 - 1PM-4PM
Using Multimedia to Enhance Online Learning

11/22 - LIB309 - 1PM-4PM
Intermediate PowerPoint: Further Enhancing Teaching and Learning with Multimedia

11/30 - Online - 9AM-11AM
OMS - Planning and Assessing Successful Collaboration and Group Work Online

October 2005						
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For **detailed workshop descriptions** and to **register electronically** for C21TE and VITAL workshops visit:

<http://www.cte.usf.edu/workshops>
OR
<http://www.usf.edu/vital>
(select "Technology Workshops..." at the VITAL site)
OR
call (813) 974-2576

2005 C²¹TE and VITAL Workshops