

# Online Faculty Update

From the Center for Instructional Technology

Spring 2016  
Newsletter

## Welcome Back!



I hope you are having a wonderful spring semester! We have been very busy here in the Center for Instructional Technology, and we have some great information to share with you. ~ Lynn Zayac, Dir., Center for Instructional Technology -[lzayac@westfield.ma.edu](mailto:lzayac@westfield.ma.edu)

## Course of Distinction Award Winners!

### Professors Burwell & Works to receive 2016 COD Award on June 2, 2016

The Center for Instructional Technology held the 3rd Annual Online Faculty Showcase this past April and several of our most outstanding presenters were invited to share their exemplary online, hybrid and blended courses and best practices with their peers. They highlighted course presentation, interaction, use of tools, and ease of navigation.



**The 2016 Mass Colleges Online Course of Distinction "COD" will be awarded in both an "Online" category and a "Blended" category at the MCO Conference on June 2, 2016 at Greenfield Community College** to two of WSU's esteemed professors who were chosen as top performers in the Online Faculty Showcase.

**Professor Rebecca Burwell's Psychology of the Family** course will be receiving the Online Award and **Professor Karen Works' Introduction to Computer Programming** course will be receiving the Blended Course Award.



*~Congratulations to both of these amazing instructors!~*

Check out all of the COD winning courses at: <https://codawards.wordpress.com/>

## MCO's 11th Annual Conference on eLearning

**\*Interested in attending or presenting? Email Lynn Zayac, Conference Chair, and MCO Liason at [lzayac@westfield.ma.edu](mailto:lzayac@westfield.ma.edu).**

### Save the Date! - June 2, 2016 at Greenfield Community College.

Consider attending the annual Mass Colleges Online (MCO) Conference on eLearning and Best Practices on June 2, 2016 at Greenfield Community College.

- **Support:** Join us to support Professors Burwell & Works as they receive the prestigious Course of Distinction (COD) award.
- **Learn:** Mass Colleges Online Conference on eLearning allows attendees to explore, discuss, and understand how colleges and universities in Massachusetts are using online education to improve teaching, learning, interacting, and communicating with our students.
- **Present:** CIT would like to encourage online faculty to submit a presentation proposal in one of the following areas: Teaching & Learning, Technology, and Academic and Administrative Support in online learning.



## Web Camp Refresher - Do you have 15 to 30 minutes? (Training!)



CIT is offering individual, group and department Web Camp Refreshers! We have added many tools to PLATO which may enhance your students' online experience. [Click here for a list of all PLATO tools with descriptions.](#)

Contact Lisa Clark at [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu) or call 413-572-8249 to schedule a "Web Camp Refresher" training that is specific to your course or department needs! ~ **Face 2 Face or virtual trainings - What works for you?**

## Web Camp Info & Awards!

Reminder! Summer 2016 Web Camp will be held June 6th, 7th, 9th, 13th & 14th!  
**Online Program Awards**

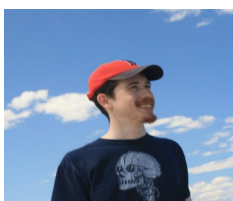


MASSACHUSETTS  
Board of Higher Education



- **Affordable Colleges Online - "2015 Best Online Psychology Degree"**
- **Board of Higher Education - "Program of Distinction (Web Camp)"**
- **The Best Schools - "The 20 Best Online Bachelor in History Degree Programs"**
- **University Continuing Education Award - "Innovative & Creative Programing" (Web Camp)**
- **U.S. News & World Report - "2015 Best Online Bachelor's Programs" (4 yrs in a row)**

## Incorporate Learning Objects Into Your Class ! (Training!)



**Learning Objects** are interactive animations and diagrams that can be incorporated into faculty PLATO courses. Gordon Hall is CIT's learning object specialist. Gordon and the other CIT interns he's trained have the tools & abilities to create customized learning objects for faculty based on specific course needs.

Each learning object begins from a textbook diagram, faculty power-point slide, image or idea. That material is taken by CIT student workers and made into an interactive HTML 5 webpage using the program Adobe Edge Animate. The finished learning object is then added as a weblink into PLATO. Gordon and the other CIT staff work with the professor throughout the process to make sure the Learning Object meets the professor's needs.

A gallery of completed learning objects can be viewed in the PLATO course: CIT Interactive Learning Objects Repository. For access to the repository, to have an object created for your PLATO course, or to learn more about Adobe Edge and Learning Objects, please email Gordon Hall at [gHall6690@westfield.ma.edu](mailto:gHall6690@westfield.ma.edu).



## Schedule a Plato Quick Start Session with Lisa Clark (Training!)

**Haven't used PLATO? Schedule a PLATO Quick Start session with Lisa!** PLATO (Blackboard Learn 9) is a Learning Management System (LMS) that allows you to post announcements to your class, upload your syllabus, and readings, hold threaded discussions, create assignment dropboxes, and much more. If you would like to learn how to supplement your face to face courses with these great tools call 413-572-8249 or send an email to [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu) to set up a time for training!

**Current PLATO Users! Schedule a Course Tune-Up with Lisa.** Now that you have been using PLATO for a while, make an appointment with Lisa to help enhance your course even further. Learn how to use great tools like NBC Learn, VoiceThreads, SafeAssign and Atomic Learning! Discuss a PowerPoint, or show how to do a problem in Excel with Jing, an easy to use screen capture software from Tech-Smith. Add sound file lectures to your class using Audacity. Learn how to set up a virtual office using Blackboard Collaborate to meet with students in real time, online from just about anywhere. Get more familiar with the Grade Center and learn how to use the "CrocoDoc" tools when grading assignments.

Whether you want to add an image to your course, upload your readings or meet with your students in real time online, Lisa can get you up to speed in no time.

For more information or to set up an appointment contact:

Lisa Clark, Online Faculty Support Specialist  
413-572-8249 ~ [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu)  
[www.westfield.ma.edu/plato](http://www.westfield.ma.edu/plato)



## Tips and Best Practices with Leah! (Training!)

Join us as Leah Klocker, Implementation Specialist at Atomic Learning, shares tips and best practices on incorporating Atomic Learning tutorials into your courses. Atomic Learning can enhance training, instruction, and learning while also building student skills that may add to future academic and career success. Atomic Learning will help students and instructors get the most out of available technology.

**Join us for one of two sessions here in the CIT, Wilson 114, or click the corresponding session link below to watch from anywhere (virtual seats are limited to a first come first served basis)!**

**Session One:** Wednesday, March 9th at 12:30pm - <https://global.gotomeeting.com/join/969718749>

**Session Two:** Thursday, March 10th at 11:15am - <https://global.gotomeeting.com/join/181664333>

## CIT Calendar

The new CIT Calendar is hot off the presses! Feel free to stop by and see us here in the CIT in Wilson 114 to pick up a copy. You can also call 413-572-8130 or email Valerie at [vdepina@westfield.ma.edu](mailto:vdepina@westfield.ma.edu) and she will drop one in the campus mail for you.

## CIT Streaming Services

The CIT offers streaming services for videos that you would like your students to view in your PLATO Online courses. Stop in to the CIT, call x 8130, or email [vdepina@westfield.ma.edu](mailto:vdepina@westfield.ma.edu) to ask Valerie about our CIT Video Streaming Services! ~ I would be happy to answer your questions about video streaming possibilities! ~Valerie



**A few of our favorite tools!**



CIT has once again partnered with **Smarthinking** to provide FREE Online Tutoring for WSU students. Basic subjects (Math, Liberal Arts) are available 24/7 and scheduled times are posted for many subjects, including (but not limited to) Writing, Accounting, Chemistry, Biology, and Nursing. To use this service, students log into PLATO and click 'Launch Smarthinking' on the 'Smarthinking' module on the PLATO Dashboard. They can also get to Smarthinking via "PLATO Help & Resources" on the left sidebar in all PLATO classes. Students can choose from the Writing Center, Drop-In Tutoring, Scheduled Tutoring or Offline Questions. Smarthinking's Writing Center will help generate ideas for writing assignments, as well as critiquing drafts of papers. Tutoring sessions are archived and may be reviewed at a later time. Click the 'Free Tutoring Online' link on the PLATO login page, and select Faculty Handbook for more ideas on using this great resource! For questions or help with this tool please contact Valerie at [vdepina@westfield.ma.edu](mailto:vdepina@westfield.ma.edu).

**Blackboard collaborate**

**Blackboard Collaborate** has been newly designed and is now easier to use than ever. Collaborate enables faculty to hold virtual classes, video conferences and virtual office hours and capture MP4's for later viewing. ~ Contact Lisa at ext. 8249 or [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu) to schedule a training.



**VoiceThread** allows users to post or upload documents, slide presentations, videos or photos, either from a website or from the user's computer. Comments can be added and the author can share with the class. Viewers then add video, voice or text comments. ~ Contact Lisa at ext. 8249 or [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu) to schedule a training.

**Are you concerned about Academic Honesty and Identity Verification?**



**SafeAssign** compares submitted assignments against a set of published works to identify areas of overlap between the submitted assignment and existing works. SafeAssign is used to prevent plagiarism and to create opportunities to help students identify how to properly attribute sources.



**Respondus LockDown Browser**™ is a custom browser that locks down the testing environment within PLATO. When students use Respondus LockDown Browser they are unable to print, copy, go to another URL, or access other applications. When an assessment is started, students are locked into it until they submit it for grading.



**Respondus Monitor** is a companion application that integrates webcam technology with LockDown Browser. Together they address the issues of student identity and cheating, creating security for non-proctored assessments. ~ For more information or training contact Lisa at ext. 8249 or [lclark@westfield.ma.edu](mailto:lclark@westfield.ma.edu).

