



CITations #136

CITations

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CITations is a report featuring information technology-related news of interest to UNC-Chapel Hill faculty members, graduate instructors and the staff who support them. *CITations*, published twice a month, is an electronic service of the Center for Instructional Technology.

[ITRC Unveils New Help Wizard](#)
[Web-Based Teaching Opportunities](#)
[Important Dates for Spring 2005 Carolina Course Evaluations](#)
[Upcoming Computing Workshops](#)
[Davis Library Reference Department Expands Scanning Services](#)
[UNC Webmaster Wiki](#)
[Mathematica License](#)
[CITations Tips Archive](#)
[Conference Announcements](#)
[2005 CITations Publication Schedule](#)
[How to Subscribe or Unsubscribe to CITations](#)

ITRC UNVEILS NEW HELP WIZARD

The Help Wizard is a tool designed to help individuals find straightforward answers to some of the more frequently encountered questions that come into the ITS Response Center. The Wizard provides quick access to guides intended to help individuals help themselves, without having to call the Response Center or submitting a request for assistance. If you can get onto the Web, then you can get access to the step-by-step guides. The Wizard is available at <http://help.unc.edu/?id=4033>.

The content of the Wizard is being constantly updated and is based on statistics from the IT Response Center. Topics currently available include:

Virus Information
Onyens and Passwords
Networking Setup (DHCP)
Hardware Information (CCI)
Email Information
Listserv Information
Backup Strategies
H-Drive / AFS

An example of stepping through a Help Wizard guide:

You've forgotten your Onyen password. Using the Help Wizard:

1. Go to the Help Wizard page at <http://help.unc.edu/?id=4033>
2. Under Step 1 select "Onyens and Passwords" as your main topic
3. Under Step 2 select "Onyen Passwords"
4. For Step 3 locate the question you are trying to find the answer for, namely "What do I do if I have forgotten my Onyen password?"

For more computing assistance, contact the Information Technology Response Center, Undergraduate Library.

Walk-in Hrs: 7:30 a.m. to 5 p.m.

Submit a help request on the Web: <https://www.unc.edu/ar-bin/websub/index.pl>

Tel: 962-HELP -- 24 hours/7 days a week

Email: help@unc.edu

ITRC website: <http://help.unc.edu/>

WEB-BASED TEACHING OPPORTUNITIES

The William and Ida Friday Center for Continuing Education is currently recruiting faculty and advanced graduate students to teach new courses for the semester-based program, Carolina Courses Online. Instructors are also needed for Self-paced Studies Online, a program in which students work independently at their own pace over a nine-month period.

Of particular interest are courses that fulfill General College or Arts and Sciences perspectives, high-demand campus courses, upper-level courses that satisfy the Arts and Sciences Aesthetic Perspective, or courses from the professional schools that fulfill requirements for majors or professionals in the field. Proposals to develop and/or teach the courses must have the approval of the department chair.

Faculty receive stipends for developing and teaching courses. Support in converting course materials into Web-based instruction will be provided by the Friday Center's instructional design staff.

For more information, contact Judith Benowitz at 919-962-6302 or benowitz@email.unc.edu.

IMPORTANT DATES FOR SPRING 2005 CAROLINA COURSE EVALUATIONS

February 14 -- Registration for Subject Coordinator and selection of courses for which you need forms begins

April 8 -- Last day to select courses

April 20 -- Evaluation forms available for pick-up by subject coordinators

August 1 -- Evaluation forms for Spring 2005 scanning are complete. Forms can be picked up, and results will be available.

If you have any questions, contact Jeff Williams (tel: 962-5283; email: jeffro@email.unc.edu).

UPCOMING COMPUTING WORKSHOPS

ITS Training and Education invites you to enroll in upcoming workshops. Go to <http://help.unc.edu/tracs/> for dates, times, and locations.

Accessibility: Introduction

This demonstration workshop will introduce you to accessibility -- what it is, why it is necessary, and how it can be built into pages, sites, and courses you develop. This workshop is intended for anyone who deals with Web content, and does not require extensive experience with markup or design.

Introduction to Internet Multimedia Conferencing

This workshop provides a comprehensive introduction to video conferencing over the internet. Visit <http://www.unc.edu/video/training/imc.pdf> to view or download the PDF document used with this course.

PowerPoint XP/2003 Quickstart: The Basics

This workshop reviews how to organize your content into PowerPoint to create a strong presentation in just a short time. Participants will be provided a PowerPoint tip sheet.

Accessibility: Hands-On

This workshop will give you an opportunity to take an inaccessible site (we'll supply) and turn it into a high-speed, low-drag standards-compliant machine!

Questions and comments about these workshops can be sent to learnit@unc.edu.

Additional workshops will be added throughout the spring. Check <http://help.unc.edu/tracs/> for new workshops.

DAVIS LIBRARY REFERENCE DEPARTMENT EXPANDS SCANNING SERVICES

The Davis Library Reference Department is pleased to announce the expansion of its Scanning Services area adjacent to the Internet workstations in the Reference area. The new scanners will complement other similar on-campus scanning services available to members of the University in the R.B. House Undergraduate Library Collaboratory and Frank Porter Graham Student Union. The scanners in Davis Library are available to the general public as well as to those with University affiliation.

Davis Library has now expanded its service from 1 scanner to 4, including 3 different models of scanners: one UMAX PowerLook 2100XL flatbed scanner which can scan large items and accommodate slides, two Fujitsu fi-5650C flatbed scanners, with page feeders for quick scans, and one HP ScanJet 6250C flatbed scanner connected to a Mac G5. All four workstations are available on a first-come, first-served basis, although users still have the option of signing up to reserve any of the stations for a 2-hour time period as needed.

All scanning stations are equipped with Adobe PhotoShop for the authoring and editing of digital images, and 2 stations feature OmniPage Professional, OCR (optical character recognition) software. Adobe Acrobat is also available for creation of PDF documents on 3 stations.

In addition, the stations feature brief scanning instructions for users with minimal scanning experience. Assistance is available to users at the Davis Reference Desk, with consultations also available by phone or appointment.

A more detailed description of scanning services offered in Davis Library, as well as scanning advice, is available on the UNC Libraries Web site at <http://www.lib.unc.edu/reference/eref/scanner.html>, or by contacting the Reference Department at 962-1151 or reference@unc.edu.

-- Charles Cobine, Assistant Electronic Reference Services Librarian
Walter Royal Davis Library, Reference Dept.
Tel: 962-1151

UNC WEBMASTER WIKI

The UNC Webmaster Wiki is a resource for sharing information on designing and maintaining campus websites. Some of the topics include:

- How to incorporate the UNC Search engine into your web pages
- Where to find UNC-related images for use on webpages
- Get your CGI programs working on UNC's servers
- Web Accessibility at UNC

Anyone creating or maintaining campus websites is welcome to use and contribute to the wiki. You can access it at <http://php.unc.edu/webmasters/pmwiki/pmwiki.php>.

What is a wiki? Wikis are websites that use a collaborative authoring system that allows multiple people to edit a common set of pages via the World Wide Web. For more information, check out <http://en.wikipedia.org/wiki/Wiki>.

MATHEMATICA LICENSE

Carolina now participates in the University System-Wide Site License Contract with Wolfram Research, Inc., which licenses Mathematic 5.1, at no charge, to faculty, staff, and students. As part of our campus-wide agreement faculty and staff may have a personal home use copy of Mathematica. Interested users should fill out Wolfram's Faculty/Staff Home-Use License Request Form at <http://www.wolfram.com/solutions/highered/homeuse.cgi>.

Your students can obtain a copy by providing a blank recordable CD in a jewel case for exchange at the ITS Software Acquisition Office. They can continue to access Mathematica through the ITS Computer Labs as well. Software Acquisition is located in Room 033 of the R.B. House Undergraduate Library, near the Information Technology Response Center. Its hours of operation are Monday - Friday, 8:30 a.m. - 4:30 p.m.. Software pickup hours are 9:00 a.m. - 4:00 p.m.

More information about this license is available online at <https://www.unc.edu/sr-bin/software.pl?id=3705>.

-- Vickie Bednar
ITS Software Acquisition Office
Tel: 962-5266; email: software@unc.edu

CITations Tips Archive

The ITRC, CBT, and Listserv tips published in *CITations* are archived on the Web, so you can locate tips without having

to search through all the back issues. The tips archive is at <http://www.unc.edu/cit/citations/tips.html>.

CONFERENCE ANNOUNCEMENTS

Stay informed about technology conferences with the CIT's "Education Technology and Computer-Related Conferences" at <http://www.unc.edu/cit/guides/irg-37.html> and "Calendar of World-Wide Educational Technology-Related Conferences, Seminars, and Other Events." The calendar is at <http://confcal.unc.edu:8086/>.

2005 CITATIONS PUBLICATION SCHEDULE

January 7 & 21
February 4 & 18
March 4 & 18
April 8 & 22
May 13 & 27
June 10 & 24
July 15 & 29
August 12 & 26
September 9 & 23
October 7 & 21
November 4 & 18
December 2 & 16

CITations welcomes announcements from all UNC-Chapel Hill campus organizations involved in instructional and research technology. To have an announcement considered for publication in *CITations*, send email to Carolyn Kotlas, kotlas@email.unc.edu, or call 962-9287. The deadline for submissions is 11:00 a.m. the day before the publication date.

HOW TO SUBSCRIBE OR UNSUBSCRIBE TO CITATIONS

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