



CITations #146

## CITations

June 24, 2005

No. 146

*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.

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### CBT COURSES ON COMPUTER TOPICS AVAILABLE

All faculty, staff, and students on campus are encouraged to take advantage of online courses available through Computer Based Training (CBT). Approximately 500 courses in the areas of office productivity tools and design and media are centrally-funded for your benefit. How might you use the CBT courses? If you're teaching a course, you might ask students to take an online course to supplement your classroom teaching. If you manage SPA employees, you can incorporate CBT courses (and other LearnIT learning activities) into their development plans. If you're a student, you can increase your marketable skills by completing CBT courses or use them to enhance skills necessary to make presentations and write reports and proposals.

To subscribe to the CBT service, point your Web browser to <http://LearnIT.unc.edu/> and select the option for "Computer Based Training (CBT)" on the right-hand side of the display. Follow the instructions to subscribe, and please allow up to three business days for the subscription request to be processed. If you have questions about this service, contact 919-962-HELP or <http://help.unc.edu/>.

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### INVITATION TO JOIN THE 2006 TLT CONFERENCE PROGRAM COMMITTEE

The Teaching and Learning with Technology (TLT) Conference is an annual event that provides professional development for UNC personnel who are interested in the effective use of technology for teaching and learning. The conference emphasizes timely topics of particular interest to UNC campuses, from effective current practices to emerging technologies. The TLT Conference is sponsored by the University of North Carolina Teaching and Learning with Technology Collaborative (TLTC). TLTC is seeking faculty to serve on the TLT Conference Program Committee. If you are interested in participating and are available over the summer, you are invited to join the committee.

To participate, contact Hilarie Nickerson, Program Coordinator, UNC Teaching and Learning with Technology Collaborative

email: [hil@northcarolina.edu](mailto:hil@northcarolina.edu)

tel: 919-787-2848

TLTC is a consortium that provides vision and shared resources in support of teaching and learning with technology programs and initiatives on the sixteen UNC campuses. For more information, go to <http://www.unctlit.org/>.

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#### RSS CLASS AT HEALTH SCIENCES LIBRARY

The Health Sciences Library is offering the class, "Learn about RSS," which will explain what RSS is, how you can find and read RSS feeds, and how to create a feed for yourself. This is an introductory class; no previous experience with RSS is necessary. All campus faculty and staff are welcome to attend.

When: 2:00 p.m. - 3:30 p.m., Tuesday, July 12, 2005

Where: Biogen Idec Classroom, 3rd Floor, Health Sciences Library

Instructor: Lynn Eades

Register online at <http://www.hsl.unc.edu/classes/>.

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#### IBIBLIO AND THE OPEN VIDEO DIGITAL LIBRARY HONORED

For their visionary use of information technology *ibiblio* and The Open Video Digital Library have been named finalists for the coveted 21st Century Achievement Award from the Computerworld Honors Program. *ibiblio* is honored in the Education and Academia category and Open Video is in the Media, Arts, and Entertainment category.

For more details, go to [http://sils.unc.edu/news/releases/2005/05\\_chp.html](http://sils.unc.edu/news/releases/2005/05_chp.html).

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#### COMPUTER SECURITY ASSESSMENTS AVAILABLE

For the fourth summer in a row, the ITS Security office is offering their services to interested schools, departments, or IT professionals responsible for multiple systems. They would like to visit your department and discuss campus network and system security issues that are currently impacting UNC-Chapel Hill, as well as those issues that are on the horizon. As part of this service, ITS Security usually performs a vulnerability assessment and provides recommendations on ways to improve security posture. In addition, materials for end users on computing security awareness can also be provided.

During these visits ITS Security will also solicit feedback on what clients would like to see regarding the service that ITS Security provides. This is one of the best ways to identify and understand campus needs and to prioritize action items for the next few months.

ITS Security is scheduling appointments for Wednesdays and Thursdays throughout July and August. If you are interested in a visit, send email to [security@unc.edu](mailto:security@unc.edu).

-- Douglas Brown, ITS Manager of Security Resources  
and  
Jeanne Smythe, Director of Computing Policy

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#### PROJECT MANAGEMENT SPECIAL INTEREST GROUP

The next meeting of the Project Management Special Interest group (*uncpmsig*) will feature an example project start-up meeting to demonstrate some of the ways to get projects off the ground and running smoothly from the beginning.

When: 12:00 noon to 1:00 p.m., Tuesday, July 12, 2005

Where: 102 Abernethy

You're invited to bring your lunch for the brown bag meeting.

To subscribe to the group's mailing list, point your Web browser to <http://mail.unc.edu/lists/read/subscribe?name=uncpmsig> and provide the requested information.

For more information on the group, contact Elizabeth A. Evans email: [evans@unc.edu](mailto:evans@unc.edu) tel: 698-8755

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#### INFORMAL MONTHLY LUNCHEES FOR CAMPUS COMPUTER STAFF

Each month, all computer support staff on campus are invited to an informal lunch at Chinese 35 in the basement of University Square. Whether you provide support to end users, install software, or manage networks and servers, you're invited to attend. The lunches provide an opportunity for you to gather with your peers to ask questions and share information.

The lunches take place on the third Tuesday of each month at 11:45 a.m. Each attendee is responsible for paying for his or her own lunch. Reminders are sent out each month to the Support and CTC mailing lists.

For more information, contact Elizabeth A. Evans  
email: [evans@unc.edu](mailto:evans@unc.edu)  
tel: 698-8755

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## JULY REFWORKS WORKSHOPS

RefWorks is a web-based bibliographic management and formatting program that is available to all current students, faculty, and staff from any computer with Web access. With RefWorks, you can:

- Create a personal citation database online
- Import references automatically from multiple library article databases
- Organize references
- Format references and bibliographies in a variety of styles

The University Libraries offer introductory RefWorks workshops, where you can learn:

- How to create and access your RefWorks account
- How to make folders and organize your RefWorks citations
- How to import citations from library databases
- How to format a Word document using RefWorks

Upcoming two-hour-long RefWorks workshops:

10:00 a.m., Friday, July 1  
1:00 p.m., Tuesday, July 5  
2:00 p.m., Monday, July 11  
10:00 a.m., Thursday, July 21

To register for a session, go to <http://www.lib.unc.edu/instruct/refworks/rwschedule.html> and sign up.

If you have already attended an introductory workshop or you already use RefWorks and would like a more advanced workshop or individual consultation, contact the Libraries' instructional services at [library\\_instruction@unc.edu](mailto:library_instruction@unc.edu) or 843-2310.

## Accounts for Students, Faculty, and Staff

You can create an account and use RefWorks from on or off campus. Off-campus users must authenticate through the library proxy server. To set up a RefWorks account, go to <http://libproxy.lib.unc.edu/login?url=http://www.refworks.com/Refworks/>.

## RefWorks Help

Frequently Asked Questions  
<http://www.lib.unc.edu/instruct/refworks/rwfaq.html>

UNC Libraries or Health Sciences Library's RefWorksQuick Tips  
<http://www.hsl.unc.edu/Services/Guides/refworkstips.cfm>

RefWorks Quick Start Guide  
<http://www.refworks.com/refworks/help/helpmainframe.asp?P=QuickStartGuide.pdf>

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## ITS LEARNIT WORKSHOPS

There are still spaces available in the LearnIT workshops described below. To enroll in these or other workshops, point your Web browser to <http://LearnIT.unc.edu/> and select the link to "Current Schedule of Workshops."

#### Remedy Request for Service: Advanced Searching and Reporting

June 28

This hands-on course is designed to give managers and users the ability to perform customized searches or queries, including saved macros, exporting data into Excel as well as using the Reporting Tool within the Remedy Windows Client. Prerequisite: Past experience using the Request for Service or completion of the Remedy Request for Service: Getting Started workshop.

#### PowerPoint XP/2003 Quickstart: The Basics

June 29

Participants will be shown how to create a new PowerPoint file, create a master title and content layout, add text content, add images, change headers and footers, and print different formats for handouts. The session reviews how to organize your content in PowerPoint to create a strong presentation in just a short time. Participants will be provided a PowerPoint tip sheet. Prerequisite: No PowerPoint knowledge is required. Attendees should be familiar with general computing skills such as creating and saving files using Microsoft applications.

#### Video Conferencing: A Hands-On Introduction

June 30

This class provides a comprehensive introduction to the fundamentals of video conferencing over the internet (referred to here as IMC or internet multimedia conferencing). Topics covered include: Why IMC?, History of IMC, Limitations of IMC, Requirements for IMC, Endpoints, What is on the Network, ViDeNet, Installing an Endpoint, Configuring an Endpoint, IMC Etiquette, Basic Dialing, Multipoint Calling, Gateway Dialing, Troubleshooting, and Additional Resources. Visit <http://www.unc.edu/video/training/imc.pdf> to view or download the PDF document used with this course. No prerequisites.

#### Remedy Request for Service: Advanced Users Maximizing RFS

July 1

This hands-on course is designed for existing RFS users who would like learn more about the application. The workshop focus will include instruction on using the preference server, Windows Client display preferences, mastering communications within RFS, advanced searching techniques and using the Reminders application. Prerequisite: Past experience using the Request for Service or completion of the Remedy Request for Service: Getting Started workshop.

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#### PAPER ON SILS VIRTUAL MUSEUM PROJECT

"Capturing Content for Virtual Museums: from Pieces to Exhibits," a peer-reviewed paper by Bradley Hemminger, School of Information and Library Science (SILS), Gerald Bolas, Ackland Art Museum, and Doug Schiff, 3rdTech, Inc. was published in the March 2005 issue of the *Journal of Digital Information*. "This paper describes a novel method for digitally recording not only individual museum pieces, but entire museum exhibits (consisting of one or more rooms or spaces). The methodology allows anyone with access to the Internet or a PC to experience anywhere, anytime, any part of the museum's collection or exhibits (past, present and future). Users can explore the museum exhibits in a virtual reality that is both spatially accurate and visually compelling." The work is part of the Virseum project (<http://ils.unc.edu/bmh/virseum/>) at SILS. The paper is online at <http://jodi.tamu.edu/Articles/v06/i01/Hemminger/>.

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#### ITRC TIP: POWER SURFING

If you want to really power surf the Web, open up more than one browser window. Arrange them on the screen so that you can see at least part of each one at all times. This tip works especially well if you have a large monitor and run at a high resolution. Once this is done, you can now drag links from one browser to another. This saves you from having to use the back button constantly, especially if you are on a page like a search engine, on which there are lots of links you want to click.

Here's an example of using two browsers:

Let's say you are going to be using a search engine for the next hour or so. Start two browsers and tile them vertically. (Minimize all programs except the two browsers, and right click a blank spot on the taskbar, then choose 'tile vertically'). Now drag the edges of the browsers so that the browser on the left is about 3 inches wide. Drag the edges of the browser on the right so that it takes up the rest of the screen. Now, using the browser on the left, open your favorite search engine and do a search. When the list of hits are displayed, click, hold, and drag a link into the browser on the right.

This lets you see all the hits from the search engine while you are surfing those sites . . . no more hitting the "back" button all day long.

Another alternative:

Use a browser that supports tabbed browsing. Mozilla, Firefox, Opera, Konqueror, and Safari have supported tabbed

browsing for quite some time. Tabbed browsing is a much better way to power surf. It does not require a large monitor, nor a high resolution. To open a new tab in one of these browsers right-click a link and choose "open in tab." Flip between tabs easily, all within the same window.

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/remedy.pl>

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

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

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#### 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>.

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#### 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/>.

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#### 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](mailto:kotlas@email.unc.edu), or call 962-9287. The deadline for submissions is 11:00 a.m. the day before the publication date.

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#### HOW TO SUBSCRIBE OR UNSUBSCRIBE TO CITATIONS

*CITations* is published twice a month by the Center for Instructional Technology. Back issues are available on the CIT website at <http://www.unc.edu/cit/citations/>.

For more information about the CIT, see our Website at <http://www.unc.edu/cit/> or contact our office at 962-6042.

To subscribe to *CITations*, link to <http://mail.unc.edu/lists/read/subscribe?name=citations>.

To unsubscribe to *CITations*, send email to [listserv@unc.edu](mailto:listserv@unc.edu) with the following message:  
unsubscribe citations

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