



CITations #143

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.

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IMPORTANT DATES FOR 1ST SUMMER SESSION 2005 CAROLINA COURSE EVALUATIONS

May 23 -- Registration for Subject Coordinator and selection of courses for which you need forms begins

June 8 -- Last day to select courses

June 14 -- Evaluation forms available for pick-up by subject coordinators

September 1 -- Evaluation forms for 1st Summer Session 2005 scanning are complete. Forms can be picked up, and results will be available.

If you have any questions, contact Jeff Williams in the Exam Scanning office, 402A Hanes Hall; tel: 962-5283; email: jeffro@email.unc.edu.

SCHOLARLY COMMUNICATIONS CONVOCATION FINAL REPORT ISSUED

The Planning Committee for the Scholarly Communications in a Digital World Convocation has made its final report of recommendations to the Faculty Council. The report and supporting materials are available on the Convocation's website at <http://www.unc.edu/scholcomdig/>.

THE TECHNOLOGY SOURCE ARCHIVES ARE MOVING TO UNC-CHAPEL HILL

Recently the Michigan Virtual University withdrew its hosting of the archives of *The Technology Source (TS)*. This online journal, edited by James Morrison, Professor Emeritus of Educational Leadership, UNC-Chapel Hill School of Education, published commentaries, case studies, reports on faculty and staff development, articles on the virtual

university, and links to higher-education websites.

This month Morrison announced that the *TS* archives will soon be available to the Internet community courtesy of the UNC-Chapel Hill School of Public Health Executive Master's Programs in Health Policy and Administration. *TS* will be archived on [ibiblio.org](http://www.technologysource.org/) at <http://www.technologysource.org/> and made available in July 2005. *CITations* will print an announcement when the archive is fully up and running.

For more information, contact:

James L. Morrison, Professor Emeritus of Educational Leadership
email: morrison@unc.edu

IBIBLIO AND SILS RECEIVE LIBRARY OF CONGRESS GRANT

This month the Library of Congress National Digital Information Infrastructure and Preservation Program (NDIIPP) and the National Science Foundation awarded eleven university teams a total of \$3 million to undertake pioneering research to support the long-term management of digital information. The University of North Carolina at Chapel Hill's "Preserving Video Objects and Context: A Demonstration Project" received one of the grants for "development of rich descriptive terms and a process for applying them to digital objects Attention will also be given to demonstrating a cost-benefit methodology." The PIs on the UNC-Chapel Hill project are Helen Tibbo, Gary Marchionini, and Paul Jones. Both the School of Information and Library Science (SILS) and [ibiblio](http://www.technologysource.org/) will be contributing to the project. For more information, see the full press release at <http://www.loc.gov/today/pr/2005/05-118.html>.

RTPNET CONFERENCE

It's not too late to register for this year's RTPnet conference, "Bringing Together Volunteers and Technology for Community Development." The RTPnet Conference is North Carolina's only annual statewide conference that focuses specifically on nonprofits and technology. The conference mission is to help nonprofits use technology more effectively. More than 100 people are expected to attend this year's conference, which offers a full day of breakout sessions along three tracks: Technology Volunteer, Technology Infrastructure, and Technology Innovation.

When: Friday, May 20, 2005

Where: William and Ida Friday Center, Chapel Hill, NC

For more information and to register, go to <http://www.rtpnet.org/conf/>.

-- Judy Hallman, Executive Director, RTPnet email: hallman@rtpnet.org

ACCESSIBILITY AND THE DIGITAL MEDIEVALIST

Kathryn Wymer's peer-reviewed tutorial, "Why Universal Accessibility Should Matter to the Digital Medievalist," appears in the Spring 2005 issue of *Digital Medievalist*. Wymer (email: wymere@email.unc.edu) recently earned her doctorate in the UNC-Chapel Hill Department of English. The paper is available online at <http://www.digitalmedievalist.org/article.cfm?RecID=7>.

Jason Morningstar, ITS Center for Instructional Technology Accessibility Specialist, provided suggestions and feedback for Wymer's paper. If you have questions about the accessibility of your digital materials, contact him at tel: 843-5192; email: jason_morningstar@unc.edu. Also see the "Accessible Electronic Content at the University of North Carolina at Chapel Hill" website at <http://www.unc.edu/webaccess/>.

A REMEDY FOR INVENTORY CONTROL

Several groups on campus (including the School of Business, the School of Public Health, and the School of Medicine) are using applications developed in the Remedy Action Request System to help control their inventories of loaner equipment. When Faculty, staff, or students check out a piece of equipment, a Remedy Request for Service (RFS) ticket is created under the customer's name. Within this ticket, the group's loaner asset pool is referenced and the appropriate piece of equipment is checked-out. The RFS ticket remains open; it cannot be closed until the customer returns the equipment and the asset is checked back into the group's loaner pool.

The group responsible for the loaner pool also has access to a Remedy application that helps manage the group's loaner assets. This application allows the group to bring in new assets, retire older assets, and generate reports to assist with inventory control and lifecycling of equipment. Having these usage reports can help a department justify requests to add additional loaner equipment. Departments that are interested in adding this application may contact Tomee Howard, manager of Remedy Services, at 843-8391.

PROJECT MANAGEMENT SIG

The UNC Project Management Special Interest Group (SIG) is a UNC system-wide (along with folks from Duke, Elon, and Wake Forest) peer-support group with a low-traffic mailing list and monthly brown-bag lunch meetings on the UNC-Chapel Hill campus. You are invited to join the group if you are either a project manager (even if that isn't your official title) or if you serve on project teams. Meetings are on the second Tuesday of the month from 12:00 noon to 1:00 p.m. in Room 102 Abernethy.

Go to http://lists.unc.edu/read/all_forums/subscribe?name=uncpmsig to subscribe to the UNC PM SIG mailing list.

Questions about the group can be addressed to Elizabeth A. Evans, Manager, ITS Training and Education; email: evans@unc.edu; tel: 698-8755.

CAROLINA SUMMER READING PROGRAM SEEKS DISCUSSION LEADERS

The Carolina Summer Reading Program is accepting applications from faculty and staff to serve as leaders of the small group book discussions with incoming students. This year's book selection is *Blood Done Sign My Name*, by Timothy B. Tyson, a professor of Afro-American studies at the University of Wisconsin at Madison who grew up in North Carolina as the son of a Methodist minister.

If you have college-level teaching experience or college-level group facilitation experience, you are invited to submit your group leader request online on the Summer Reading Program website at <http://www.unc.edu/srp/>. The deadline for requesting to be a discussion leader is May 25.

The Summer Reading Program's website is a service for Student Affairs that is provided by the ITS Teaching and Learning's Center for Instructional Technology.

ADOBE SOFTWARE CONTRACT

The ITS Software Acquisition Office announces that UNC General Administration has negotiated a contract with Adobe for its software products. Based on this contract, the ITS Software Acquisition Office now has the following Adobe products available for faculty/staff purchase:

Acrobat Pro 7.0 (Windows/Mac)
\$51.13 for each license and \$30 for the media.

Creative Suite Premium 1.3 (Windows)
\$276.14 for each license and \$30 for the media.

For ordering information, go to the ITS Software Acquisition website at <http://www.unc.edu/atn/software/>.

-- Sundé McCann, ITS IT Procurement Manager
email: software@unc.edu; tel: 843-8565

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."

Video Conferencing: A Hands-On Introduction
May 16

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. There are no prerequisites.

Remedy Request for Service: Getting Started
May 17

This course is designed to provide new users a basic foundation for using the UNC-Request for Service (RFS) Remedy application. RFS provides the framework for groups across the UNC-Chapel Hill campus to work together to document, track, and resolve service requests, especially those related to technical support. There are no prerequisites.

Remedy Request for Service: Advanced Users Maximizing RFS

May 20

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.

Remedy Request for Service: Advanced Searching and Reporting

May 24

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.

ITRC TIP: WINDOWS KEY SHORTCUTS

Windows Key + E key	Will open a new Explorer Window
Windows Key	Displays the Start Menu
Windows Key + D	Minimizes all windows and shows the desktop
Windows Key + D (again)	Opens all windows and takes you right back to where you were
Windows Key + L	Locks your Windows XP computer
Windows Key + M	Minimizes all open windows
Windows Key + F	Displays the Find all files dialog box
Windows Key + Shift + M	Restores all previously open windows to how they were before you minimized them
Windows Key + Pause/Break	Displays the System Properties
Windows Key + Tab	Cycle through the buttons on the Task bar
Alt + Tab	Toggles between the open windows

The Windows Key is located at the lower left- and right-hand corners of your keyboard, between the Ctrl and Alt keys. If the key is not there, then you do not have a Windows keyboard.

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/>

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.

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