



## CITations

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No. 125

*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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### SPREAD THE WORD

If you have new colleagues joining your department this Fall semester, please let them know about this newsletter. *CITations* is the only electronic newsletter that covers IT news across the entire Carolina campus. They can subscribe using the instructions in this newsletter or by contacting the editor at [kotlas@email.unc.edu](mailto:kotlas@email.unc.edu).

*CITations* staff want to help you get the word out about your IT events. We welcome announcements from all UNC-Chapel Hill campus organizations involved in instructional and research technology. Contact the editor for more details.

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### POLICY CHANGE REGARDING INSECURE COMPUTER SYSTEMS ON CAMPUS

Computer systems which do not meet appropriate security standards pose a high security risk and can have a wide negative impact on network availability. Effective August 16, 2004, in order to maintain a reliable network, protect data, and provide a secure computing environment for the UNC Campus, computer systems which do not meet established security standards will be removed from the network. Campus IT Security Services will strive to allow one week for systems to be properly secured before removing them from the network, but will take immediate action to contain security threats when conditions warrant.

A list of systems subject to removal and the removal date will be maintained with a link from <https://www.unc.edu/security/campus/>. Although ITS Security will attempt to contact system administrators, it is the responsibility of campus IT support personnel to check this list regularly to be sure systems they are responsible for are properly secured. If you are concerned about your contact information please check the following site: <http://www.unc.edu/atn/netcomm/sub-admin2.htm> and contact [hostreg@unc.edu](mailto:hostreg@unc.edu) if you need the information for your group updated.

-- Jeanne Smythe, ITS Computing Policy  
Jim Gogan, ITS Networking

## NCSU EDTECH EXPO INVITATION & CALL FOR PROPOSALS

You are invited to attend EDTECH 2004, NCSU's 9th annual Exposition of Educational and Instructional Technologies.

When: 8:30 a.m. - 2:30 p.m., Wednesday, September 22, 2004

Where: McKimmon Center, NCSU Campus, Raleigh, NC

The theme of this year's expo is "Real World Education." Back by popular demand, we will again have demonstration areas in the main exhibit hall featuring short, 20-minute demonstrations focusing on projects, instructional content, software, and interactive technology. Exhibits will address the following areas:

- Meeting the needs of diverse learners
- Academic integrity and technology tools
- Building communities and technology tools
- Expectations and outcomes

UNC-Chapel Hill faculty and staff are invited to submit proposals for exhibits to showcase how you are addressing issues in these areas. Submission deadline is Friday, August 27, 2004. Participants will be notified no later than September 3 regarding acceptance.

For more information about EDTECH, a schedule of events, and the online proposal submission form, go to <http://www.ncsu.edu/edtech/>.

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## ELECTRONIC CONTENT ACCESSIBILITY SERVICES

Instructors can get help from the CIT to make their Fall semester course websites and other electronic content accessible to students with disabilities. Services offered by the ITS CIT accessibility staff include:

- individual consultations and advice on accessibility issues,
- evaluation of electronic content for accessibility,
- presentations to classes and campus groups on accessibility issues.

To schedule a consultation, contact Jason Morningstar, campus Accessibility Specialist, at tel: 843-5192 or email: [jason\\_morninstar@unc.edu](mailto:jason_morninstar@unc.edu).

Joining the CIT this month is student assistant Marc Medwin, who will be assisting Jason with accessibility-related tasks. He has a B.A. in English and M.A. in musicology; he is currently pursuing a Ph.D. in musicology. Marc says, "My first love is music, but the next best thing is researching it, which is where computers and the world-wide web enter the picture, so access to all manner of internet literature has become an extremely important issue for me."

For more information see the "Accessible Electronic Content" website at <http://www.unc.edu/webaccess/>. The site includes accessibility guidelines, evaluation tools, and other resources related to making digital information accessible to all users.

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## REFWORKS TRIAL

RefWorks, a web-based reference management program, is being offered by Health Sciences and Academic Affairs Libraries on a trial basis for UNC-Chapel Hill users until October 31, 2004. We believe RefWorks has particular advantages for distance education students. This trial is to help us evaluate the program for purchase.

To create an account:

1. Go to <http://www.refworks.com/refworks/> from an IP-authenticated computer.
2. Click on the "Sign Up for an Individual Account" link.
3. Enter the appropriate information and click on Register.

Note: Backup any RefWorks files to a CD. They will not be available online after October 31.

An online tutorial and a Quick User Guide are available at <http://www.hsl.unc.edu/news/CSARefQuickStart.pdf>. For more assistance send email to [edprog@listserv.unc.edu](mailto:edprog@listserv.unc.edu).

We look forward to your feedback. After using RefWorks, go to <http://www.hsl.unc.edu/refworkeval.cfm> and complete the evaluation form. These forms will be used to decide on purchase of the program.

-- Julia Shaw-Kokot, Education Services Coordinator  
Health Sciences Library  
email: [jsk@med.unc.edu](mailto:jsk@med.unc.edu)

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#### SPACES STILL AVAILABLE IN AUGUST 25 BLACKBOARD WORKSHOP

Seats are still available for the Center for Instructional Technology's "Setting Up Your Blackboard Site(s)" workshop session scheduled on August 25 at 9 a.m. This two-hour workshop will help you to begin preparing your Blackboard site for the Fall semester. See the ITS Training calendar at <http://help.unc.edu/tracs/> to enroll in the class.

See <http://www.unc.edu/cit/workshops/index.html#bbsetup> for the workshop description and prerequisites.

-- Lori Mathis, Instructional Applications Manager  
ITS Center for Instructional Technology  
962-8256 / [mathis@email.unc.edu](mailto:mathis@email.unc.edu)

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#### LIBRARY OFFERS TWO COURSES FOR INSTRUCTORS

"Put Your Course Readings Online: A Do-It-Yourself Approach for Instructors"

Miss that deadline for E-reserves? The University Library is offering a new workshop series for faculty and instructors to help get your course readings online for the Fall semester. The workshops include a hands-on demonstration on how to scan and upload readings, how to link directly to full text articles, and how to create a reading list within Blackboard. For a current schedule and registration form, go to <http://www.lib.unc.edu/instruct/scanning/>.

"Introductory EndNote Workshops"

The University Library is also offering a new round of EndNote workshops. For a current schedule and registration form, please check our website at: <http://www.lib.unc.edu/instruct/endnote/schedule.html>.

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#### CBT SERVICE CHANGES

The ITS CBT (Computer-Based Training) service provides online courses for faculty, staff, and students in a variety of computer applications. On August 19, the service will change from the current SmartForce site to a new SkillPort site. This new site will provide up-to-date courses and other feature improvements. The change requires that SmartForce CBT users register for SkillPort accounts, using their Onyen and password. This process has been automated and will be available on the CBT web page at <http://cbit.unc.edu/>, along with links to updated CBT documentation.

-- Greg Jansen, ITS Knowledge Management email: [greg\\_jansen@unc.edu](mailto:greg_jansen@unc.edu)

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#### NEW PROXY SERVER IN CAMPUS LIBRARIES

On May 10, the libraries' new EZ-Proxy server came into production, quietly, for a final (and public) stress test. The old proxy server, in operation for over five years now, also remains in production. This "soft" rollout will end during the week of August 16th.

The new system, EZ-Proxy, will no longer require that patrons configure their browsers in order to be able to access licensed resources from off-campus. In the vast majority of cases, users can click on a link from a library webpage and go directly to the authentication screen where they enter their PID to demonstrate their current affiliation with the University or the Hospitals. Once their PID has been validated, they will be sent directly to the requested resources.

Patrons who have already configured their browsers to work with the old proxy server do not need to "unconfigure" their browser. In fact, at this time, we do not recommend that they do so, unless there is a compelling reason to change.

If authentication should fail via EZ-Proxy, and the user is set up to use the old server, they should pass transparently through to the old proxy server. Any patron who has never tried to access resources from off-campus before should, however, be able to validate for most resources without understanding all the old mechanics of configuring access. And, we've resolved a number of issues over the summer for some licensed databases/resources that initially presented problems for us.

As always, patrons who experience any difficulties authenticating to proxied resources should follow the "Report Problems/Get Help" link on the documentation page at <http://proxy.lib.unc.edu/>.

-- Pat Mullin, Associate University Librarian for Access Services & Systems

email: [mullin@email.unc.edu](mailto:mullin@email.unc.edu)

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#### ITRC TIP: ONYEN PASSWORDS TIPS

Are you annoyed when your Onyen password expires before you have a chance to reset it? You may not realize that the one thing you can do with an expired Onyen password is to use it to set a new one by going to "Manage Password" on the <http://onyen.unc.edu/> website. That way you don't have to take the time to come to a password reset location on campus.

What about when you forget your Onyen password? If you set up a "Challenge Response" before that happens, you can set a new password yourself. Just go to the "Challenge Response" at the top of the "Manage Password" section on the <http://onyen.unc.edu/> website for instructions.

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](mailto:help@unc.edu)

ITRC website: <http://www.unc.edu/atn/itrc/>

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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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#### 2004 CITATIONS PUBLICATION SCHEDULE

January 9 & 23

February 6 & 20

March 5 & 19

April 2 & 16

May 7 & 21

June 11 & 25

July 9 & 23

August 13 & 27

September 10 & 24

October 8 & 22

November 5 & 19

December 3 & 17

*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:  
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