



CITations #148

CITations

July 29, 2005

No. 148

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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HANDLING EMAIL OVERLOAD

The Managing the Digital University Desktop (MDUD) project, funded by the National Historical Publications and Records Commission, has been studying ways that employees at UNC-Chapel Hill, the 16-campus UNC System, and Duke University deal with the masses of email and other electronic information that come their way. Now nearing the end of their study, the researchers have released several products that will help all users of email and computer files to better manage electronic information. One of the project's products, "Managing Your Emails and Electronic files: An Interactive Tutorial," is available at <http://www.ils.unc.edu/digitaldesktop/timeline/phase4/tutorial.html>.

For more details about the project, go to http://sils.unc.edu/news/releases/2005/07_e-mailTibbo.htm.

AUGUST MEETING OF THE PROJECT MANAGEMENT SPECIAL INTEREST GROUP

The next meeting of the Project Management Special Interest (uncpmsig) group will focus on estimating time required for projects. We'll discuss what has (and has not) worked for us in doing our own estimates and in getting others to estimate their work. Bring your stories, questions, and concerns to share with other project managers. You're invited to bring your lunch for the brown bag meeting. The group is open to all interested faculty, staff, and students.

When: 12:00 noon to 1:00 p.m., Tuesday, August 9, 2005

Where: 102 Abernethy

The uncpmsig meets on the second Tuesday of each month for a brown bag lunch discussion among peers. Topics are announced via the group's listserver. 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

tel: 698-8755

THE FRIDAY REPORT BLOG

The Friday Report is a weekly blog sponsored by the University of North Carolina Teaching and Learning with Technology Collaborative (TLTC). The blog provides summaries and links to articles and announcements on education and instructional technology topics. The Friday Report is online at <http://unctlt.typepad.com/fridayreport/>.

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.unctlt.org/>.

ONLINE COURSE READINGS SUPPORT WORKSHOP

Get help putting your course readings online in a two-hour workshop sponsored by University Libraries and the ITS Center for Instructional Technology. If your course has a Web page or Blackboard site, learn how to:

- Link directly to articles and avoid broken links
- Scan and quickly create PDFs
- Create a course reading list in Blackboard

Go to <http://www.lib.unc.edu/instruct/coursesupport.html> to register.

Recommended prerequisite: "Blackboard for Beginners" workshop provides a helpful foundation for workshop.

Dates and times:

Thursday, August 11, 2005, 10:00 a.m. - 12:00 noon

Thursday, August 18, 2005, 10:00 a.m. - 12:00 noon

Friday, August 26, 2005, 10:00 a.m. - 12:00 noon

Monday, August 29, 2005, 2:00 p.m. - 4:00 p.m.

All Classes held in the Undergraduate Library Collaboratory, Room 130. Space is limited to 8 students per class. Please bring materials to be scanned to the session.

For more information, contact University Libraries Coordinator of Instructional Services at Inorberg@email.unc.edu.

"WHAT'S NEW IN BLACKBOARD" WORKSHOP

This presentation will overview and demonstrate Blackboard 6.2's new features and bug fixes, along with the best of the Center for Instructional Technology's Blackboard tips. The presentation will be followed by an audience-driven question and answer period. While this session is not hands-on, it will be held in a classroom with wireless connectivity. If you have a wireless laptop, feel free to bring it along. Prerequisite: This workshop is for instructors, teaching assistants, and support staff with some experience using Blackboard.

12:00 noon - 1:30 p.m., Thursday, August 18

To register for the workshop, go to <http://help.unc.edu/tracs/>.

EXPRESS YOUR INTEREST IN CAMPUS LICENSE FOR GRAPHPAD PRISM AND IDL

The ITS Software Acquisition office has been asked to investigate a volume license for the following software packages. Pricing will depend on the campus interest in this product. Send email by August 8, 2005, to software@unc.edu if you are interested in the purchase of either GraphPad Prism or IDL.

GraphPad Prism

"GraphPad Prism is a powerful combination of biostatistics, curve fitting (nonlinear regression), and scientific graphing in one comprehensive program. Easily organize, analyze, and graph repeated experiments; pick appropriate statistical tests and interpret the results. Designed for laboratory and clinical researchers, Prism doesn't expect you to be a statistician. It guides you through the analysis process -- giving you as much help as you need -- and tracks and organizes your work like no other program available. You can concentrate on your data, not on figuring out how to use the program."

Available for Windows and Macintosh.

More information:

<http://www.graphpad.com/>

<http://www.graphpad.com/prism/Prism.htm>

IDL Data Visualization & Analysis Platform from RSI

"IDL is the ideal software for data analysis, visualization, and cross-platform application development. IDL combines all of the tools you need for any type of project, from 'quick-look,' interactive analysis and display to large-scale commercial programming projects. Thousands of technical professionals use IDL every day to rapidly develop algorithms, interfaces, and powerful visualizations and quickly crunch through large numerical problems." A site license at RSI is 100 seats. Pricing will be approximately \$120.00 per license, depending on the campus interest in this product.

More information:

<http://www.rsinc.com/idl/>

If you have questions about campus software licenses, contact:

Kimberly Middleton, ITS Software Acquisition

email: kimberly_middleton@unc.edu

tel: 962-5266

AUGUST/SEPTEMBER 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., Monday, August 8
2:00 p.m., Tuesday, August 16
3:00 p.m., Thursday, August 25
11:00 a.m., Friday, September 2
9:00 a.m., Wednesday, September 7
2:00 p.m., Tuesday, September 13
10:00 a.m., Monday, September 19
3:00 p.m., Thursday, September 29

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 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>

ITS LEARNIT WORKSHOPS

There are still spaces available in the LearnIT workshops described below. To register for any of these workshops, go to <http://help.unc.edu/tracs/>. For a list of other workshops, point your Web browser to <http://LearnIT.unc.edu/> and select the link to "Current Schedule of Workshops."

Remedy Request for Service: Getting Started
August 2

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. No prerequisites.

WebFocus Dev Studio 5.33 Workshop
August 3
or
August 4

This workshop will cover the new functionality of V5.33. You must have a RACF login and be a user of the WebFocus system to attend this workshop.

Email: Ten Ways to Fight Spam
August 3

Spam has grown from being a problem that first only affected small groups of individuals to one that plagues every one of us as we go about our daily tasks. This hands-on workshop will take a brief look at the origin of spam and current methods employed both by spammers and anti-spammers. We'll also talk about why spam is a real problem and why you should care. Finally, we'll look at what ITS is doing to combat spam and go over measures you can take yourself to help reduce and control the amount of junk email that gets delivered to your inbox. There are no prerequisites; however, a few of the techniques discussed are specific to Mozilla mail.

Remedy Request for Service: Advanced Users Maximizing RFS
August 5

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.

ITRC TIP: DATA BACKUP STRATEGIES

The best way to ensure that you don't lose important documents is to always back up your data in multiple locations. The more vigilant you are in your backup habits, the less likely you will face frustrating, and sometimes unsuccessful, recovery efforts. Class papers, notes, research, theses, dissertations, address books, and bookmarks are all files that are difficult to recreate. Simply backing up data on the local drives (C:, D:, or My Documents) of your machine does not guarantee that the data is safe, even if you have multiple copies on your hard drive. Hard drives can fail, just like any piece of hardware. The ITRC document "Backup Strategies: How to Save Your Files" (at <http://help.unc.edu/?id=141>) will give you several solutions for backing up your data.

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.

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 with the following message:
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