



Summer Tech Camp for Faculty

Tuesday, June 21, 2011 – Using Web Resources for Teaching

Using YouTube

Skill Level Required: Proficiency using the internet.

Description:

Learn how to use YouTube to enhance your course curriculum. Participants learn how to save YouTube videos and organize into playlists, embed YouTube videos into PowerPoint, and how to upload your own videos into YouTube. **MUST CREATE A YOUTUBE ACCOUNT PRIOR TO COMING TO CLASS!**

Presenter: Francine Vasilomanolakis
Flex Credit: 1.00 hour(s)
Program#: TC350
Date: Tuesday, June 21, 2011
Time: 1:00 - 2:00 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Instructional Media Resources – FREE!

Skill Level Required: Proficiency using the internet.

Description:

Free Instructional Media Resources

This workshop will provide faculty with free instructional media resources that can be included in online, hybrid and web-enhanced courses. Resource providers include the Intelecom and EduStream Video-on-Demand Repositories, Merlot.org and Textbook Publishers. There will also be a demonstration on how to include media into the Etudes course management system.

Presenter: LaTonya Motley
Flex Credit: 2 hour(s)
Program#: TC351
Date: Tuesday, June 21, 2011
Time: 2:15 - 4:15 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Wednesday, June 22, 2011 – PowerPoint Boot Camp!

PowerPoint 2007 - Basic

Skill Level Required: Basic computer skills

Description:

Learn how to use this powerful program to transform your "chalk and talk" lectures into a dynamic digital multimedia presentation. Learn to import graphics and text into a slide show that can be played back to your students via a laptop computer and an overhead LCD projector.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.50 hour(s)
Program#: TC352
Date: Wednesday, June 22, 2011
Time: 8:00 - 9:30 AM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

PowerPoint 2007 – Spicing Up Your Old PowerPoint!

Skill Level Required: Working knowledge of PowerPoint 2007 or attended PowerPoint 2007 Basic

Description:

Bring an old PowerPoint to work on! This workshop will teach you how to customize your presentation by using Themes, Layouts and Masters. How to add life into your tired PowerPoint! Learn how to apply a theme, modify slide layouts, and add a background to a slide. Create interesting slide transitions, animate text and graphics, and prepare presentations for internet or speaking engagements. This is a hands-on workshop where you can walk away with an exciting presentation!

Presenter: Francine Vasilomanolakis
Flex Credit: 2.00 hour(s)
Program#: TC353
Date: Wednesday, June 22, 2011
Time: 9:45 - 11:45 AM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

PowerPoint 2007 – Inserting Sound

Skill Level Required: Knowledge of PowerPoint 2007 or previously attended PowerPoint 2007 Basic workshop

Description:

PowerPoint 07 is an effective presentation tool that encourages your audience to participate in an auditory mode. This hands-on workshop deals with adding YouTube videos into your presentation. Explore websites where free sounds and music are available, how to insert sounds, music or narrate your presentation, in addition to, saving in the correct format and successfully presenting your presentation. Copyright issue will also be addressed.

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Presenter(s): Francine Vasilomanolakis
Date: Wednesday, June 22, 2011
Program#: TC354
Time: 12:30 – 2:00 PM
Location: W. Library Basement, Room 19
Flex Credit: 1.50 hour(s)
Program#: TC354

To Register: Call Ext. 3872 or [Register Online](#) **Confirmations will be made by phone message or email.**

PowerPoint 2007 - Presenter Tools & Tips

Skill Level Required: Working knowledge of PowerPoint 2007 or attended PowerPoint 2007 Basic

Description:

PowerPoint 07 is an effective presentation tool that motivates students! Learn tools and tips for presenting an effective and dynamic presentation. Learn how to present a presentation with a remote that allows you the freedom to walk amongst the audience. Explore the tools available to set up the presentation so that all multimedia works. Learn new techniques for effectively delivering a presentation.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.00 hour(s)
Program#: TC355
Date: Wednesday, June 22, 2011
Time: 2:15 – 3:15 PM
Location: W. Library Basement, Room 19
To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Thursday, June 23, 1:00-4:00 PM

Omni OU Educate for Faculty Web Pages

Skill Level Required: Familiarity with internet concepts and basic word processing.

Description:

This Omni OU Educate workshop is designed for faculty who wish to establish a web presence on the ECC website. During the training participants will learn how to use the browser-based OU Educate program to choose from a pre-designed template page and easily create an instructor website. They will also have the opportunity to add a course page, graphics and upload additional documents to their website within the OU Educate web management system.

Presenter: Brian Hayden
Flex Credit: 3.00 hour(s)
Program#: TC365
Date: Thursday, June 23, 2011
Time: 1:00 PM - 4:00 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Tuesday, June 28, 1:00-4:00 PM

Omni OU Campus for Division/Department Web Pages

Skill Level Required: Permission from supervisor to edit Div/Dept web pages. Familiarity with internet concepts and basic word processing.

Description:

The OU Campus workshop is a 3-hour course designed for staff who maintain their department/division website. OU Campus enables the user to quickly and easily create, update, and maintain designated areas of the campus Web site. The objectives of this class are to learn how to use the features of the OU Campus program such as the WYSIWYG editor, creating and editing new template pages and copying text from old pages into the new template. Attendees will also become familiar with the procedure to insert links, add graphics and other documents using the OU Campus program.

Target Group: Faculty, Staff & Managers Maintaining Div/Dept Web Sites

Presenter: Brian Hayden

Flex Credit: 3 hour(s)

Program#: TC366

Date: Tuesday, June 28, 2011

Time: 1:00-4:00 PM

Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Thursday, July 28, 1:00-3:00 PM

Introduction to ETUDES – Online with 1 Orientation Meeting

There is only ONE mandatory Orientation ON-CAMPUS meeting required on:

Thursday, July 28, 1:00-3:00 PM

The remainder of the class is online. The class ends on August 19, 2011.

Skill Level Required: Must be knowledgeable and proficient utilizing the Internet, campus email system, submitting grades online, and standard word processing applications.

NOTE: Faculty who are preparing or considering teaching online must complete the following two courses: ***Introduction to Etudes*** AND ***How to Teach Online: Building Your Course Content***. At the completion of *Introduction to Etudes*, faculty will receive a certificate that will entitle them to use Etudes, the campus supported course management system. At the completion of the course, *How to Teach Online: Building Your Course Content*, faculty will receive a certificate that will entitle them to teach online classes at El Camino and Compton Center. Coordination and permission from the Dean is required prior to teaching an online course.

NOTE: Completion of this course will also permit faculty to use the Etudes course management system in your on-campus course.

Description:

This is a hybrid course that involves hands-on trainings with Etudes, the course management system

supported by El Camino College and Compton Center. This course is designed for faculty who are preparing or considering teaching online. Topics will include: Orientation to Etudes; How to monitor the progress of students; Upload resources and media; How to use communication tools for collaboration and communication; How to use the discussion tool, chat, email, and private messaging; How to use the Assignments, Tests and Surveys tool; How to create assignments, tests, quizzes and surveys that automatically uploads to the grade book; How to use the grade book; Learn how to view your class rosters, post your syllabus, create a course with “personality,” add guests to your course and much more.

Target Group: Full-Time & Part-Time Faculty
Presenter: Francine Vasilomanolakis
Flex Credit: 12.00 hour(s)
Program#: TC356
Date: Thursday, July 28, 2011 – ORIENTATION MEETING
Time: 1:00 – 3:00 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Wednesday, August 3, 1:00-3:00 PM – Compton Center

Using Clickers – Part 1

Skill Level Required: Basic computer skills

Description:

TurningPoint is a powerful, fully interactive group response system. By the use of clickers, it enables two-way communication between a speaker and a large group by allowing audience feedback. This workshop provides faculty with the ability to collect, evaluate, and record responses (via clickers), evaluate, and record responses from everyone in the audience, transforming a lecture into a more effective learning environment.

Presenter: Francine Vasilomanolakis
Flex Credit: 2.00 hour(s)
Program#: TC367
Date: Wednesday, August 3, 2011
Time: 1:00 – 3:00 PM
Location: Compton Center – Room G32

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Thursday, August 4, 2011 – Using ECC Tools

Class Team Site Basics

Skill Level Required: Basic computer skills

Description:

Learn how to set up, edit and use your “Class Team Site” on the MyECC portal for every class. Faculty can post course syllabi, course materials including Word documents, Power Points, podcasts, etc. for students to access through the MyECC portal. This is a secure site for your students only. Faculty will

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also learn to post announcements, events and add website resources for classroom use. Shared documents can be saved from semester to semester!

Presenter: Francine Vasilomanolakis
Flex Credit: 1.50 hour(s)
Program#: TC360
Date: Thursday, August 4, 2011
Time: 9:00 AM - 10:30 AM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

ECC Gradebook

Skill Level Required: Basic computer skills

Description:

Learn how to set-up your ECC online Gradebook for each course section. Supports calculation methods such as points, assignment weighting, category weighting. Allow students to view their individual grades (including instructor comments) via MyECC portal. Create grade book settings once and then copy the setup to other class sections from semester to semester. Learn how to submit your final grades through the Gradebook.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.50 hour(s)
Program#: TC361
Date: Thursday, August 4, 2011
Time: 10:45 AM – 12:15 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Using Clickers - Part 1 – Engage your Students! – Nuts & Bolts of How to Use Clickers

(Clicker sets are available in every department throughout the campus.)

Skill Level Required: Basic computer skills

Description:

TurningPoint is a powerful, fully interactive group response system. By the use of clickers, it enables two-way communication between a speaker and a large group by allowing audience feedback. This workshop provides faculty with the ability to collect, evaluate, and record responses (via clickers), evaluate, and record responses from everyone in the audience, transforming a lecture into a more effective learning environment.

Presenter: Francine Vasilomanolakis
Flex Credit: 2.00 hour(s)
Program#: TC362
Date: Thursday, August 4, 2011
Time: 1:00 – 3:00 PM
Location: W. Library Basement, Room 19

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To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Using Clickers - Part 2 – The Anatomy of a Question – Effective Use of Clickers

Skill Level Required: Attended Using Clickers Part 1 or experience with TurningPoint clickers

Description:

Using clickers, enables two- way communication between a speaker and a large group! This workshop provides faculty an in depth look at the design of the questions used when using clickers. Look at how to collect, evaluate, and record responses from everyone in the audience, transforming a lecture into a more effective learning environment.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.00 hour(s)
Program#: TC363
Date: Friday, August 08, 2011
Time: 3:15 – 4:15 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Wednesday, August 10, 2011 – Using ECC Tools

Turnitin - Preventing Plagiarism

Skill Level Required: Basic Computer Skills

Description:

Turnitin is a comprehensive anti-plagiarism software that helps instructors reduce plagiarism in the course papers submitted by students. Students become better writers and researchers. This workshop will focus on creating and joining an account; creating a class account; adding students; creating an assignment; submitting papers and viewing the originality report. The basic tool, *OriginalityCheck*, featured by *Turnitin* ensures originality of student papers.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.00 hour(s)
Program#: TC357
Date: Wednesday, August 10, 2011
Time: 11:00 AM – 12:00 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

ECC Gradebook

Skill Level Required: Basic computer skills

Description:

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Learn how to set-up your ECC online Gradebook for each course section. Supports calculation methods such as points, assignment weighting, category weighting. Allow students to view their individual grades (Including instructor comments) via MyECC portal. Create grade book settings once and then copy the setup to other class sections from semester to semester. Learn how to submit your final grades through the Gradebook.

Presenter: Francine Vasilomanolakis
Flex Credit: 1.50 hour(s)
Program#: TC358
Date: Thursday, August 4, 2011
Time: 1:00 – 2:30 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Class Team Site Basics

Skill Level Required: Basic computer skills

Description:

Learn how to set up, edit and use your “Class Team Site” on the MyECC portal for every class. Faculty can post course syllabi, course materials including Word documents, Power Points, podcasts, etc. for students to access through the MyECC portal. This is a secure site for your students only. Faculty will also learn to post announcements, events and add website resources for classroom use. Shared documents can be saved from semester to semester!

Presenter: Francine Vasilomanolakis
Flex Credit: 1.50 hour(s)
Program#: TC359
Date: Wednesday, August 10, 2011
Time: 2:45 – 4:15 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**

Wednesday, August 17, 2011

Accessibility Workshop – Creating Accessible Content

This is a 5 hour workshop that will focus on web accessibility awareness. It is mandated that materials posted on the web offer equal access and opportunity to everyone, with or without disabilities. This workshop is designed to communicate to faculty about the importance of web accessibility and to provide information on the Federal legal requirements, community college guidelines, and tools to use for conformance to accessibility. Learn how to create accessible documents in Word, PowerPoint, PDF as well as how to create an accessible web site and close caption videos.

At the end of this workshop, participants will receive a Certificate of Completion for Accessibility. Lunch will be provided.

Presenters: Dipte Patel and Brian Krause - Special Resource Center
Omar Brenes - Web Developer

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LaTonya Motley - Distance Education
Francine Vasilomanolakis - Staff Development

Flex Credit: 5.00 hour(s)
Program#: TC364
Date: Wednesday, August 17, 2011
Time: 9:00 AM – 3:00 PM
Location: W. Library Basement, Room 19

To Register: Call Ext. 3872 or [Register Online](#). **Confirmations will be made by phone message or email.**