Roger Williams University

DOCS@RWU

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Did You Know? Starting October 29th, faculty will begin advising students in preparation for registration of spring classes. Advisor holds are lifted using the Datatel system. All advisors need a valid login and password to the Datatel system. If you have not logged into the Datatel system since July 5th, your password has expired and you will need to contact the Datatel Help Desk at x5200 option 3 to have it reset. Please don't wait until the last minute to test your password. If you need a refresher on how to lift holds in Datatel, please visit http://sharepoint.rwu.edu and view a recording of the procedure.

ITDC Has Successful Start

Since opening its door at the beginning of the semester, the Instructional Technology Development Center (ITDC) has seen a steady stream of interest from faculty and staff. The center is centrally located in the Learning Commons, 1st floor in the University Library.

What have folks been interested in learning thus far? Blackboard continues to present new features of interest (e-portfolios, wiki's and blogs) that faculty are taking advantage of. And those new to Blackboard are learning the basics of adding course material into Blackboard, e-mailing their students or finding out how to utilize functions like Assignment Manager, Gradebook and Discussion Boards.

We also have high quality scanners in the ITDC for both Macs and PCs. Faculty have been scanning materials to load into Blackboard with relative ease.

Bonnie and Robin are actively promoting the services in the ITDC and continue to encourage faculty and staff to set up appointments with them. They have helped many users with basic MS Office applications in both the Office 2003 and Office 2007 versions (for those with new machines).

Thanks to support from the Deans on campus, the Apreso system (class capturing) has also been quite popular. Faculty can record their lectures right from the ITDC and load the recordings into Blackboard seamlessly. If a faculty member cannot teach a course for some reason, the captured lecture can be used in their place. No more need to cancel class (sorry students).

Whatever your technology need may be, the ITDC will make every effort to provide assistance. Schedule some time with Bonnie or Robin today.
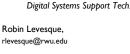
MS Office 2007 Tip

Just left click on the MS logo located in the top left corner of any Office 2007 application, to see a list of your frequently used options (save, print, etc.).

Introducing Blackboard's e-Portfolio

Electronic portfolios are collections of digital content organized into customized web pages. They provide a way to present a collection of work, and share that work with others. Portfolios are used for many purposes in learning and assessment such as displaying achievement and progress, showcasing experiences and collections of work, or collecting self-reflection. If you would like to learn more about working with e-Portfolios in your course, please give Robin a call at X3665.

Happy Halloween

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