



August/September 2007 Schedule

Faculty and Supportive Professional Staff Programs:

New Tools and Features in Blackboard

Monday August 20, 2007 from 9:00 am to 10:30 am

With the upgrade of the Blackboard course management system to version 7.1, NIU faculty can expect to see a number of new and enhanced features when they log in to Blackboard. The new version introduces significant changes in the layout and functionality of the discussion board, some enhanced features in the gradebook and assessment component as well as a redesigned Visual Text Box Editor tool, among others. This session will highlight these new and enhanced features and tools. In addition, faculty will be introduced to the training opportunities and resources accompanying the new version. Advanced registration is required.

Blackboard I: Introduction to Blackboard

Tuesday, August 28, 2007 from 9:00 am to 12:00 pm – or – Thursday, September 6, 2007 from 9:00 am to 12:00 pm

Learn the basics of creating and developing a course in Blackboard, NIU's Web Course Management System. Participants will get an overview of course layout and navigation, have an opportunity to place materials in a sample course, and also get assistance with requesting their own Blackboard courses. Participants who wish to request their courses during the workshop need to have an active NIU Account ID. Workshop prerequisites: Knowledge of Web browsing and basic computing skills. Advanced registration is required.

Effective Teaching with Interactive Pen (SMART Panel) Displays

Wednesday, August 29, 2007 from 1:30 pm to 3:00 pm

NIU is currently equipping many of its smart classrooms with SMART™ Interactive Pen Displays (IPD) which allow users to display, annotate and capture on-screen electronic material such as PowerPoint slides, video clips, and multimedia content. For example, users can simultaneously write on a projected PowerPoint slide, save the file, and then send it to others. Using Interactive Pen Displays as an instructional resource requires careful consideration of those features that would effectively support your teaching. This workshop is designed to explore the possible pedagogical possibilities of IPDs and to illustrate ways in which you can utilize a number of its tools and features such as screen shade, magnifier, pointer, and screen capture. Advanced registration is required.

Personalizing the "Look" of Your Blackboard Course

Thursday, August 30, 2007 from 1:30 pm to 3:00 pm

Learn the basics of how to customize the interface of your Blackboard course. In this hands-on workshop, participants will learn basic interface design principles and have the opportunity to create a customized course banner and buttons for use in their own Blackboard course. Prerequisites: basic computer skills and attendance at the Blackboard I: Introduction to Blackboard workshop or previous experience using Blackboard. Advanced registration is required.

Multimedia Sampler

Wednesday, September 5, 2007 from 1:30 pm to 3:30 pm

This hands-on workshop will highlight/review the assortment of different multimedia tools faculty can use to enhance their teaching skill set. Topics will include video/audio capture/editing, streaming video, integrating digital images to enhance PowerPoint presentations, short focused tutorials, multimedia integration into Blackboard, CD/DVD burning, developing portable e-portfolios. Participants should have a good understanding of the Windows directory structure including saving and accessing files. Advanced registration is required.

Introduction to Blackboard Communities

Tuesday, September 11, 2007 from 9:30 am to 11:30 am

Blackboard communities have most of the same features and functionality as Blackboard courses but are meant to be used for NIU activities other than courses scheduled through Registration and Records. NIU departments, organizations, committees, and communities can request a Blackboard community from ITS for a fee for the purpose of communication, collaboration, and/or training. This hands-on session, open to faculty, staff and graduate teaching assistants, will provide an overview of Blackboard community tools and features. Advanced registration is required.



Blackboard II: Building Your Blackboard Course

Wednesday, September 12, 2007 from 10:00 am to 11:30 am

This hands-on workshop is a follow-up to the Blackboard I: Introduction to Blackboard workshop; we will cover the specifics of developing a course in Blackboard, including personalizing course navigation, setting up a materials-delivery structure and creating discussion areas. Participants will work in their own Blackboard courses and should bring to the session any course materials they want to upload or work with during the workshop. Files need to be on a flash drive (readable in a USB port) or on CD. Prerequisites: Basic computer skills and attendance at the Blackboard I: Introduction to Blackboard workshop or previous experience using Blackboard. Advanced registration is required.

Turn page for more workshops

Capturing Audio on Your Computer

Thursday, September 13, 2007 from 9:30 am to 11:30 am

This two-hour hands-on workshop will cover the steps to basic audio capturing using a microphone and capturing audio from a CD player. This will include the use of common tools found on the Windows platform as well as some specialized audio capture software. Also covered will be some basic instructional design issues as well as strengths and limitations of the software tools. Participants should bring a music CD to the workshop. Participants will be using Microsoft recorder. Prerequisites: Basic computer skills; Participants should have a good understanding of the Windows directory structure including saving and accessing files. Advanced registration is required and seating is very limited.

Integrating News in the Classroom

Wednesday, September 19, 2007 from 12:00 pm to 1:30 pm

This workshop will provide information on ways faculty can incorporate newspapers in their classroom activities and discussions, and how current news can be a valuable teaching and learning resource. Newspapers can help faculty cover topics that have direct impact on the lives of students today, from social issues and new technology to the global economy and career opportunities. Join us for this workshop presented by David Nelson, Carnegie Fellow and associate professor, Medill School of Journalism at Northwestern University and Norm Wave, Regional Education Manager of the New York Times to learn about this powerful classroom resource. Workshop is open to faculty and teaching staff. Lunch will be provided and seating is limited. Advanced registration is required.

Setting Up Your Blackboard Gradebook

Thursday, September 20, 2007 from 10:00 am to 11:30 am

Students really enjoy the Blackboard gradebook that allows them to quickly check their assignment and test grades online and faculty benefit as they spend less time distributing this information. But efficiently setting up the Blackboard gradebook can present some challenges. This hands-on workshop provides assistance with creating gradebook settings and downloading and uploading data into the Blackboard gradebook. Participants will work in their own Blackboard courses. Prerequisites: basic computer skills and attendance at the [Blackboard Overview](#) workshop or previous experience using Blackboard. Advanced registration is required.

Podcasting with Blackboard

Tuesday, September 25, 2007 from 10:00 am to 11:30 am



Podcasting is a powerful technology involving the selective subscription of audio or video content delivered over the Internet. NIU has installed a building block to Blackboard that allows faculty to easily create a course podcast in Blackboard. This hands-on workshop provides participants a brief overview of podcasting technology and the opportunity to create a course podcast in Blackboard. Prerequisites: basic computer skills and attendance at the Blackboard I: Introduction to Blackboard workshop or previous experience using Blackboard. Advanced registration is required.

Understanding and Integrating Teaching and Learning Styles

Wednesday, September 26, 2007 from 11:00 am to 12:30 pm

Have you ever been so caught up in your own teaching that you forgot to consider how your students prefer to learn? Many educators teach the way they learn and should strive to recognize the different learning styles of their students. We will explore ways to increase the likelihood of addressing students learning preferences by examining our own teaching and learning styles. This workshop includes a quick personal learning style assessment. Advanced registration is required.

Clickers in the Classroom

Thursday, September 27, 2007 from 1:30 pm to 3:30 pm

Now that NIU has adopted the eInstruction CPS personal response system (clickers), faculty can use this technology in conjunction with Blackboard to create an interactive learning experience. Faculty can use CPS in the classroom to engage students and provide them with instant feedback. Student assessment results can then be uploaded to Blackboard. This workshop is designed to explore the instructional possibilities of the CPS clicker system and its integration with Blackboard. Advanced registration is required.

Registration Information: Please email your name, NIU Employee ID, classification, department, email, phone, and special accommodations (if any), to the Faculty Development and Instructional Design Center at facdev@niu.edu, or register online at www.facdev.niu.edu/facdev/forms/fsprogreg.shtml. Program locations will be made available when you register. After submitting your registration, if you do not receive a response within two working days, please contact the Center. If you register for a program and are unable to attend it, please notify the Center at least two working days in advance so that those on the waiting list can be given the opportunity to attend that program. For information about NIU Account IDs used in Blackboard, contact ITS Customer Support: helpdesk@niu.edu or 753-8100.