



May-August 2007 Schedule

Faculty and Supportive Professional Staff Programs:



New Tools and Features Coming to Blackboard, Thursday, May 10, 2007 from 10:00 am to 11:30 am

With the expected upgrade of the Blackboard course management system to version 7.1 later this year, NIU faculty should expect to see a number of new and enhanced features when they log in to Blackboard. The new version will introduce significant changes in the layout and functionality of the discussion board, some enhanced features of the gradebook and assessment component as well as a redesigned Visual Text Box Editor tool, among others. This session will highlight and provide a preview of these new and enhanced features and tools. In addition, faculty will be able to learn about the training opportunities and resources that will help them learn the new version. Advanced registration is required.



Designing Effective Instruction, Thursday, May 17, 2007 from 1:30 pm to 3:00 pm

What strategies do you use to plan your instruction? Have you considered how technology may improve what you teach? How do you focus on the needs of your students? These questions can be addressed through effective Instructional Design (ID). Instructional design is a systematic process that incorporates principles of learning and instruction to help plan the use of materials, activities, resources and evaluation in online and face-to-face instruction. In this workshop we will refresh old ideas and learn new techniques to design instruction to be both effective and efficient using a step-by-step instructional design model that really works. Please bring a course syllabus to the workshop. Advanced registration is required.

Teaching with Technology Institute, Monday, May 21, 2007 from 8:30 am to 4:00 pm

Blogs, Podcasting, Social Bookmarking, Streaming, Gaming, Clickers and various other technologies and techniques for integrating them within the learning framework will be presented. This is not a hands-on program, but all faculty, staff, and teaching assistants interested in learning more about these emerging technologies and integrating them in their teaching will find this institute beneficial. Registration Deadline: May 7, 2007. Advanced registration is required.

Short Focused Tutorials, Friday, May 25, 2007 from 1:30 pm to 3:30 pm

This hands-on workshop will demonstrate the mechanics of adding voice/video to existing PowerPoint slide presentations that are streamed using broadband connectivity. Faculty may consider using this educational strategy to reinforce a concept presented in their own face-to-face-class session, provide a tutorial on new information, or review material for an upcoming examination. Participants will be using Articulate Presenter. Participants should be familiar with Microsoft PowerPoint and audio capture. Advanced registration is required and seating is very limited.

Write Well, Publish More! Workshop, Thursday, May 31, 2007 from 8:30 am to 4:00 pm

This daylong, interactive workshop by Dr. Brad Peters (Department of English) will put into practice habits that successful, publishing writers use. Get started, nail down the central idea, find your voice, gather feedback, revise, and join the conversation! Registration Deadline: May 17, 2007. Registration is required.

Blackboard I: Introduction to Blackboard, Tuesday, June 12, 2007 from 9:00 am to 12:00 pm,

Wednesday, August 1, 2007 from 9:00 am to 12:00 pm, or Tuesday, August 28, 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. [For information about NIU Account IDs used in Blackboard, contact ITS Customer Support: helpdesk@niu.edu or 753-8100.] Workshop prerequisites: Knowledge of Web browsing and basic computing skills. Advanced registration is required.

Writing Goals and Objectives: There is a Difference, Thursday, June 14, 2007 from 1:30 to 3:00 pm

Instructional goals are broad, generalized statements about what is to be learned. Instructional objectives, on the other hand, are focused, measurable statements that will help you and your students reach your goals. When written well, instructional goals and objectives will assist in identifying course content, help organize your instruction, and best of all, help students achieve your expectations. In this workshop, we will review the characteristics of instructional goals and objectives and practice writing these two important components of successful instruction. Please bring a list of goals and objectives to the workshop for a friendly critique. Advanced registration is required.

See the reverse side for more programs and registration information

Blackboard II: Building Your Blackboard Course, Tuesday, June 19, 2007 from 2:00 pm to 3:30 pm, Tuesday, July 17, 2007 from 1:30 pm to 3:00 pm, or Monday, August 13, 2007 from 1:00 pm to 3:30 pm

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.

Introduction to Podcasting, Wednesday, June 20, 2007 from 1:30 pm to 3:30 pm

Podcasting is a powerful means of publishing recorded audio online, making it available for students to download and listen to on either their personal computer or mp3 player, such as an iPod. This hands-on workshop provides participants with an overview of podcasting technology and the opportunity to create a podcast and practice subscribing to podcasts. No iPods are necessary to participate. Advanced registration is required.



Clickers in the Classroom, Thursday, June 21, 2007 from 10:00 am to 11:30 am

Now that NIU has adopted the elnstruction 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.



Teaching a New Course, Wednesday, July 11, 2007 from 11:30 am to 1:00 pm

Preparing to teach a new course involves a number of tasks that require planning and organization. This workshop will focus on general strategies such as budgeting time for class preparation, knowing which instructional methods and strategies that work best for the course content, understanding the varied students enrolled in the course, and sequencing the material to fit the class time period. Technology integration, homework, exam format, and grading will also be covered. Participants will create a list of tips and techniques that can be immediately used as they prepare to teach a new course. Advanced registration is required.

Podcast Series: Audio Podcasting, Thursday, July 19, 2007 from 9:00 am to 11:30 am

While the Introduction to Podcasting workshop provided participants with an overview of podcasting technology, the Audio Podcast workshop will be a more thorough hands-on experience for preparing audio content for online distribution. Topics will include a discussion of the pedagogy behind audio podcasts, a review of hardware/ software necessary for audio capture, editing, and file conversion, and a review of procedures to make content available for students to subscribe. A prerequisite for the workshop is the Introduction to Podcasting workshop or previous experience with Podcasting. No iPods are necessary to participate. Advanced registration is required.

Creating and Using Course Wikis, Tuesday, July 24, 2007 from 1:30 pm to 3:00 pm

Wikis are powerful web-based spaces that allow students to collaborate, share resources and build community learning environments. This hands-on workshop provides participants an opportunity to practice posting materials to a wiki and to create their own learning environment. We will discuss the pedagogical implications and limitations of this online resource. Advanced registration required.

Multimedia Integration into Blackboard, Thursday, July 26, 2007 from 9:00 am to 11:30 am

This workshop will cover basic multimedia integration using Blackboard. Participants will learn how to import images, video and audio clips into different sections of Blackboard. Participants will be using a browser (Internet Explorer). Prerequisites: Basic computer skills and attendance at the Blackboard I: Introduction to Blackboard workshop or previous experience using Blackboard. Advanced registration is required.

Redesigning Course Materials for Online Delivery, Wednesday, August 8, 2007 from 1:30 pm to 3:00 pm

The true challenge in delivering online materials is keeping the environment dynamic and interactive. The goal of this workshop is to provide suggestions and offer examples of how to retool current course materials and develop other instructional aids that will promote an effective online teaching and learning experience. Advanced registration is required.

Upcoming Teaching Effectiveness Institute

August 16, 2007	<i>Fundamental Principles of Effective Instruction</i> – www.niu.edu/facdev/institute/tei/08162007.shtml
August 17, 2007	<i>Engaging Community for Learning: Making Connections for Your Classroom and Campus, Your Students and Colleague</i> – www.niu.edu/facdev/institute/tei/08172007.shtml

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.