



Technology & Communications

INSIDE THIS ISSUE:

TLTR activities	1
CORAL Opportunity	2
McGraw Hill/eCollege Partnership	2
Email Security	3
Spring 2003 Training	4
Academic Channel	4
Accessible Web Pages	5
S:/drive from Mac	5
Zip Drives are Out!	6

TLTR Activities

The next TLTR event will be the Spring 2003 Technology Buffet on April 2nd from 11:30-1:30 in Van Houten South Dining. This is a very popular event so register early at: [Http://dsltweb.tac.edinboro.edu/webapps/events](http://dsltweb.tac.edinboro.edu/webapps/events)

This event is called the Technology Buffet because we serve up some fascinating new examples of technology with some great food. The event is free and so is the food.

Heres the menu-

- Ham & Swiss sandwiches on Ciabatta bread
- Turkey with Cheddar and Mushrooms on Focaccia bread
- Roasted Vegetables on Focaccia bread
- Roasted new potato salad
- Eclairs for dessert
- Coffee, Tea, Soda, water

And here is a list of the tables you will find a the Technology Buffet

Table 1

Motorola Projects on Campus- Paul Edwards, Professor of Chemistry/ Dan Burdick, Professor of Music

Table 2

Windows XP Tips and Techniques- Ralph Boyles, Network Manager

Table 3

Electronic Portfolios, Linda Best, Professor of Elementary Education

Table 4

Streaming Video with Media Encoder-Randall McCaslin, Manager, DELTA

Table 5

Tablet PC Technology- DJ Bradley, Director, DSLT

Table 6

Symposium Teaching Tool-Smart Solutions Technologies

Table 7

Keystone University Network- Kevin Courtright, Professor of Criminal Justice

Table 8

Digital Imaging Management with Photoshop-Dan Mitchell, Classroom Technology Specialist

Table 9

DVD Authoring-John Lyons, Information Technology Technician

Table 10

Creating PDF Files with Adobe Acrobat-Bill Richter, Technology Specialist

Table 11

HorizonLive, webconferencing demo-Paddy O'Hara Mays, Lock Haven University

To register for Spring 2003 training:

<http://helpdesk.tac.edinboro.edu/webapps/training/>

Collaborative Partnership Opportunity

The CORAL teaching method has received state and national attention. Assessment data demonstrate that in addition to learning course content students acquire a variety of interpersonal and negotiation skills.

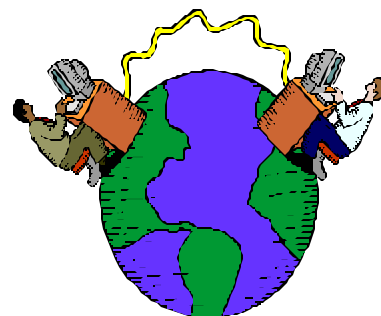
CORAL has completed the first phase of the project which included development, implementation and assessment of the pedagogy. We are now looking to begin dissemination of the model in the SSHE System by mentoring other faculty interested in using this approach. Special technical support is available to assist faculty in learning and using CORAL technology. We utilize peer project guides, students who have previously taken a CORAL course, to serve as mentors to those currently enrolled in the CORAL course. The CORAL

website is located at <http://coral.wcupa.edu>.

If you are interested in this collaborative partnership opportunity please contact Tom Treadwell at ttreadwe@albie.wcupa.edu.

CORAL WORKSHOP

In response to our call for a Collaborative Partnership (Fall 2003) this workshop notification is being sent only to faculty who were interested in pursuing the CORAL pedagogy. As a result, we have designed a "hands on" workshop to be held on May 14, 2003 - 10:00 AM - 5:00 PM. Please contact Tom Treadwell at ttreadwe@albie.wcupa.edu. To register.



McGraw-Hill, eCollege Sign Cross Marketing Deal



eCollege Supporting your Success

The McGraw-Hill Companies

McGraw-Hill Higher Education signed an agreement with course management system company eCollege to make online supplements to McGraw Hill titles available to customers of the eCollege AU+ platform. The companies said the deal would give faculty access to a broad range of content to help build online courses, and enhance existing online courses. Through the eCollege platform, educators would have access to 200 online supplements that support McGraw-Hill titles for use in online distance courses or as online course supplements for traditional classroom courses.

Email Security

Recent reports of unauthorized attempts to access systems and the data on systems have resulted in Technology & Communications performing a review of Security Logs for a variety of machines around campus. Although an in-depth audit of the logs is not feasible, in many cases there is a pattern of suspicious activity. As a result, we are stressing certain practices that have been recommended but possibly not emphasized sufficiently.

It is important to understand that your password protects *more* than just the data on your computer and your e-mail. It also protects against another person doing things as if they were you. According to the Computer Use Policy, *you* are responsible for anything done under your account.

If you leave your computer logged in, an individual can access not only your data, but any data that has been shared and you have been granted access.

More importantly, most of you who use Outlook for your e-mail, have it remember your password so that

you are not required to enter it every fifteen minutes or so to check for e-mail. This is an acceptable practice. But if your computer is logged in, it is possible for another person to not only get your mail, read your mail, delete your mail, but also send messages as if they were from you.

Specifically, we recommend changing your password to meet certain industry-standard criteria. These are described below. Also we recommend that you get in the habit of locking your system when you are not at it. The screen-saver can also be set to require logging in when it is dismissed. While this may seem annoying at first, it will soon become quick and automatic, and provides the added benefit that you are unlikely to ever forget your password, no matter how complicated it is..

A good password:

- has at least 8, preferably 10 or more, characters or numbers.

- has a mix of letters and numbers*

- does **not** include a dictionary word**

- is changed at least every 5 months, but preferably more often
- is **not** something personally identifiable

* one way to accomplish this is to replace the letter "o" with the number zero, "l" or "L" with the number 1, etc.

** any word that can be found in a dictionary. A misspelled word, however, is very effective—such as "fyre" instead of "fire".

In concert with this, I've finally written the password generator I've had on my mind for quite a while. It provides a quick way to generate part or all of a user's password using a couple different methods, as well as describing the concept behind the methods. With a little polish, perhaps we could add it to the Webmail page, or the "Single Sign on & Password Change" page.

For your review: <http://www.tac.edinboro.edu/genpassword/genpassword.pl>



The Plagiarism and Information Literacy Presentation

On February 27th from 2-3 pm, Dr. Wendy Austin presented an excellent presentation on plagiarism. Topics included: What plagiarism is, Can words and ideas really be stolen?, The Penalties of Plagiarism, How to prevent Plagiarism, and the technologies used to detect plagiarism.

From 3-4 pm, Monty McAdoo, the Instruction and Electronic Resources Librarian for the Baron-Forness Library pre-

sented on Information Literacy: Guidelines not finish lines. Monty's presentation included information on Information Literacy standards, resources available, skills needed for students and faculty, and the technology challenges.

You can view the presentations and download the handouts at <http://www.edinboro.edu/cwis/tac/tltr> You must use Internet Explorer and be using Windows 98 or higher.



Spring 2003 Training

The following training sessions are available.

To register please go to:

[Http://dsltweb.tac.edinboro.edu/webapps/training](http://dsltweb.tac.edinboro.edu/webapps/training)

Faculty Training	Time	Date
Meet the Technology Integrators	1-3 pm	3/21/03
Authentic Assessment in the Technology Supported Classroom	1-3 pm	4/2/03
Copyright and Intellectual Property Issues	1-3 pm	4/3/03
Information Literacy	1-3 pm	4/4/03

Beginner Technology Proficiency Level	Time	Date
Introduction to Word Processing	1-3 pm	3/19/03
Introduction to spreadsheets and graphing	1-3 pm	3/26/03
Introduction to Database	1-3 pm	4/9/03
PowerPoint for Beginners	1-3 pm	4/30/03
Printers and Print Management	1-3 pm	4/16/03
Introduction to Webmail	1-3 pm	4/17/03

Intermediate Technology Proficiency Level	Time	Date
Advanced Word Processing	1-3 pm	3/20/03
Intermediate Spreadsheet	1-3 pm	3/27/03
Intermediate Database	1-3 pm	4/10/03
The Power of PowerPoint	1-3 pm	5/1/03
Introduction to Webpage Design	1-3 pm	4/24/03
Sharing Calendars with WebScheduler	1-3 pm	4/18/03

Advanced Technology Proficiency Level	Time	Date
Advanced Spreadsheet	1-3 pm	3/28/03
Advanced Database Programs	1-3 pm	4/11/03
Using a Webpage Authoring Program	1-3 pm	4/25/03
Converting documents with Adobe Acrobat	1-3 pm	4/23/03

Academic Channel Availability

An academic channel is now available to faculty, staff and students in buildings that have been wired for CATV connections. This channel may be used for broadcasting satellite programs pertaining to academic or administrative information or broadcasting campus programs that have been videotaped. The programming, which is located on channel 78 on the campus CATV system, is available in the following buildings: Arts & Sci-

ences, Centennial, Compton, Cooper, Earley, Hendricks, Leader Clinic, Reeder, Ross, University Center, Van Houten, and all Residence Halls. Questions regarding access to this channel may be directed to Karen Murdzak at kmurdzak@edinboro.edu. Questions regarding programming on the channel may be directed to Randall McCaslin at rmccaslin@edinboro.edu.



Some tips for Educators creating Accessible Web pages.

Educators using the Internet for classroom instruction should be made aware of the laws governing the universal access to technology. The following checklist is here to help educators meet the criteria needed for Webpage creativity.

Checking your site for compliance:

Text equivalents for non-text items: Without a text description, a Web reader program cannot reference elements such as images, applets, audio, and video. The ALT attribute in the HTML tag is used to provide a text description for these elements.

Alternatives for multimedia: Any audio, including that contained in video clips, on a Web page needs to have synchronized captions.

Use of color: When color is used for informational purposes, another way of presenting that information must be included. The use of contrast in the color scheme needs to be considered.

Image maps: Provide redundant text links for server-side image map. Provide ALT descriptions for the image and all "hot spots" on client-side image maps.

Tables: Provide column and row headers for all data tables. This is not necessary if the table is used for formatting only.

Frames: Give each frame a title using the TITLE attribute in the HTML tag.

Flicker rates on animations: Elements must not flicker at a rate between 2Hz and 55Hz.

This is necessary to prevent optically induced seizures. If your site is hosted on a server that includes Web pop-up ads, this can be a problem.

Online forms: All form objects must have associated text labels. The HTML code includes labels in the tag for each item.

Text alternative pages: If compliance cannot be accomplished in any other way, provide a text-only page. This page must be kept current with other pages.

PDF files: Adobe Acrobat Reader 5.0 allows screen-reader access.

A more thorough checklist is available at: www.Webaim.org/standards/508/checklistonly page.

Accessing the S:/drive from Mac

As anyone who uses PC and Macs in campus labs know, Windows users for quite some time have had network storage not available to the Mac. However, that oversight has now been resolved. The Windows system used to store student accounts now has Mac services installed, which will allow students and faculty users to access the S drive from Macs or PCs. For anyone familiar with Mac networking, the manual process of connecting to a network share and trying to find your account out of over 7000 other is a bit difficult. With this in mind, an automated process has been created. When the utility 'Mount S drive' is run, the user will be prompted for their user name. This will connect to the server

login screen which will prompt for your password. This must be your Windows EUP domain password and must be 8 characters or less, no special characters. Once authenticated, your folder on the server will open onto their desktop. Please be patience because this process takes a minute or so. As a caveat, the first prompt might seem redundant but this was the only way to both the server logon and the command to open the folder. The utility mounts 'USERDIR' onto the desktop and opens the user's S Drive folder. To use this utility from a computer lab, 'Mount S Drive' will be an icon on the desktop. Documents can then be copied onto the drive. The drive can be accessed directly from an application but this entails picking the folder directly from the

7000 folders under USERDIR. Staff or faculty, who want access the s:/ drive from their Mac should contact the HelpDesk at 2111. We will gladly send you a copy of this script. As with S: under windows, quotas are enforced and each student has 15 mb of available server space. To disconnect from the drive, either log-out (reboot?) the system or drag the drive to the wastebasket. Files copied to the S drive folder will be available on Macs or PCs connected to the campus network. Since Microsoft Office applications will read the document format from either platform, being in a Mac or PC lab shouldn't matter. Although you might need to load a document created under Windows manually from within Office and resave it for the Mac to recognize it correctly.

Technology & Communications

Out with the Old, in with the New...

New systems we are recommending do not come standard with zip drives since CD Rewriteable (CD-RW) drives have been substituted. CD-RW disks hold 2.5 times more data (650 MB) than a zip disk which only holds up to 250 mb of storage. Plus, with Windows XP (the new Microsoft operating system) you can use a CD-RW drive just like any other disk drive and simply drag/copy your files directly to the CD-RW drive. In the past, you would have had to run an additional application specifically for accessing the CD-RW drive but that is no longer the case. CD-RW disks are less susceptible to errors and

have a much longer shelf life than diskettes or zip disks.

So, if you are ordering a new system off of the www.csonline.net/edinboro site and you still require a zip drive, please add this drive as an optional component.

Thank you,
DJ Bradley
Director of Desktop Systems and Learning Technology

HELP DESK

732-2111

Monday-Friday 8:00 to 4:30

After Hours Support

Leave a Message or Submit

Request Via Web

<http://www.tac.edinboro.edu>

*Be sure to check out T & C's
new web page
<http://www.tac.edinboro.edu>*

TECHNOLOGY