WELCOME to the inaugural issue of the Educational Technology Review. This newsletter contains information about what’s going on in GCC’s Technology departments. You’ll find helpful tips for using technology in your classroom, dates for training sessions, new projects we’ve undertaken recently, and even some articles about GCC faculty, staff and students currently using technology in their work here on campus.

In this issue you will be introduced to the Division of Technology’s staff so you can get to know the technicians behind the scenes. You’ll also get to hear from Professor Barbara Turner about her experiences using eLearning, the newly installed desktop Symposium, and our new Clicker classroom tools. And finally, you will get a sneak peek at our brand new Smart Cart.

We are excited for the chance to interact with you through this newsletter.

GCC FOCUS ON FACULTY

Our department recently had a chance to catch up with Barbara Turner who was gracious enough to talk a little bit about how she incorporates technology into her classes.

For one thing, all of her courses involved some aspect of Gloucester County College’s eLearning system. On the first day of class, she goes over how students log into the Portal and check their e-mail, even offering some tips on e-mail etiquette. She also shows them how to log into the eLearning system. What’s even cooler is that she’s environmentally aware and doesn’t give out paper copies of the syllabus or schedule. She has students copy those materials straight from her folder on the P: Drive onto their H: Drive!

Her students can also access them through the eLearning system. In fact, during the first week of classes she has her students take a “practice quiz” in eLearning asking them questions about the syllabus and schedule.

“My goal is to develop a two-way learning community using tools my students are comfortable with both in class, and electronically.”
- Barbara Turner

Barbara Turner commented on how she utilizes the assignment tool because it reduces the amount of paper being used and also helps students keep track of their assignments since you can’t lose an electronic copy. She also conducts what she calls “Quick Quizzes” that students take at the beginning of the class, reviewing what they learned from the previous chapter. Upon reviewing the chapter in class, the students take the quiz a second time to ensure that they have a

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DIRECTOR’S BLOG

As Director of Technology it is my pleasure to present the first issue of the Educational Technology Review. Each month the Division of Technology will release a new issue that will focus on how GCC instructors are using innovative technologies to enhance their students’ learning experience. My hope is to use this newsletter to keep the entire campus informed of new and exciting tools and advances that the Division of Technology is implementing as well as training opportunities available at GCC. I hope that you will find this newsletter to be informative and relevant!

Josh R. Piddington
Director of Technology

Above: Barbara Turner assists one of her students in the classroom.
Barbara Turner had this to say about faculty using technology: “I don’t think faculty should shy away from using technology in the classroom. Technology is a component of every career. GCC should continue to be on the leading edge of technology use in the classroom and providing technology programs.”

She certainly sets the example. She is beginning to incorporate the use of Clickers in her classroom as a way to get immediate feedback from the students. Clickers are like remote controls or calculators the students use in order to answer questions. The students’ answers are immediately available to the instructor so he or she can have a better idea of whether the students are understanding the content presented to them. Barbara plans to have mini-quizzes within the class period consisting of 10 multiple choice questions about the lesson. The students select their answers via the Clickers and the results show on her computer screen.

“It’s a good way to evaluate the effectiveness of your lecture content,” Barbara says of the Clickers. “You get to see what the students are understanding or not understanding and it gives you a chance to go over topics in more detail if need be.”

She’s also using a newly installed desktop Sympodium (an interactive touch-screen monitor) in her classroom and believes every technology lab should include this tool. “It replaces the need for a SMART Board and you’re always facing the students.”

Her industry and educational experience helped her to recognize the need to incorporate technology into her teaching. She understands the challenges to keep students interested and engaged in their learning careers and has risen to meet them. Not only does she encourage the use of technology within the classroom, she also encourages her students to

"Technology is a component of every career.”
- Barbara Turner

RED HOT

HINTS, TIPS AND INFO

- Every 3rd Sunday of the month (except Aug & Jan) all web properties (portal, web site, webmail, eLearning & GCC network) will be inaccessible from 8am-12pm while maintenance is performed on the servers.

- Beginning Spring of 2009 We will no longer do VHS-to-DVD conversions.

- Beginning Fall of 2009 We will no longer be offering support or use of slide projectors to instructors.

- Please remember that it is illegal for us to make duplicates of copyrighted material, no matter the circumstances.

- Transparencies can be scanned and put into PowerPoint presentations.

FULL-TIME STAFF

Josh Piddington
Director of Technology
Josh has worked in the IT department since 1999. He was named Director of Technology on Sept 4, 2007.

Brian Baker
Video Production Technician
Brian has worked in the Department of Instructional Technology since 2000.

David Coates
eLearning Technician/Trainer
Dave has been an employee at GCC for 26 years.

Diana DeVault
eLearning Technician/Trainer
Diana began working in the IT Department in May of 2006.

Marge Schoening
Project Clerk, Level II
Marge started working at GCC in 2000, and then came to work in our department in May of 2007.

PART-TIME STAFF

Beth Beecroft
Technician
Beth has worked in the IT Department since the summer of 2007.

Vaughn Hampton
Technician
Vaughn has worked for the college’s IT Department for nearly 3 years.

Andy Horvay
Technician
Andy worked at the Help Desk from 2001-2004 and then began working in the IT Department in 2007.

Dan McCormick
Technician
Dan has worked for our department since May of 2007.

Sean Rutherford
Technician (Student Worker)
Sean began working in the IT Department at the beginning of September.

Russell Smith
Technician (Student Worker)
Russ is our newest technician. He began working with us in October.

Jennifer Yager
Technician
explore technology and learn from it, citing Movie-Maker as one specific example.

She has high hopes for the future as well. She’s investigating the world of Second Life and Facebook and how she can incorporate those tools into her classroom. Our department looks forward to working with her as she continues to find new ways to use technology in her classroom.

ELEARNING AND YOU

Are you interested in teaching an online course for the first time? Or perhaps you’re considering spicing up your face-to-face course by using eLearning?

Many professors use eLearning to enhance their current courses and you can too!

Just stop by the Instructional Technology Department and speak with one of our eLearning technicians to set up an appointment. They’re always available to help you and if they happen to be out of the office when you stop by, you will be invited to log into the portal to submit a training request before you leave so you can set up an appointment that fits your schedule. You can also fill out a training request located in the Office of Technology channel on the Portal. To get to the Office of Technology channel, all you need to do is log into the portal and then click on the “Faculty/Staff” tab.

Our staff is ready to help you explore all the different possibilities for your course. If you have any questions, please don’t hesitate to call. And if you’re interested in attending an already-scheduled training session, check out the information in the “Training Sessions” sidebar to the right.

ARRIVAL OF THE SMART CART

Another thing the Department of Instructional Technology has been up to recently is redesigning our Smart Carts! Our old carts suffered many short-comings: they were big and in some cases didn’t fit well into classrooms; they were bulky, awkward, and hard to move; the technology housed within them was out of date and non-intuitive.

Brian Baker, of our department, set out to remedy these issues in our brand new Smart Cart. “The new cart is not only smaller and easier to move, it also uses the familiar podium control interface so most of you are already going to be well-versed in how to use it.” If you aren’t, you can submit a training request or attend a training session (dates listed in "Training Sessions” sidebar). The new Smart Cart has a flat-panel, adjustable monitor, a brighter LCD projector, and a new PC! The majority of its components are stored within the cart which allows it to be more secure and, if we say so ourselves, much more appealing to the eye!

Right now we only have one new Smart Cart in our fleet, but more will be available after the new year. We’ll be sure to update you on our progress in future issues of the newsletter.

"The new cart...uses the familiar podium control interface...”

- Brian Baker

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If you cannot make a scheduled training session you are encouraged to submit a training request by visiting the Office of Technology channel, located under the Faculty/Staff tab of the Portal.

Or you can drop by our office and if an eLearning technician is available, he or she can help you. Please allow at least an hour for a training session.
**GCC ON THE WEB**

In other technology news here on campus, Gloucester County College released the new GCC website on November 14th, 2008. You can view it for yourself by visiting the following address:  
www.gccnj.edu

The new website brings with it a single entry point for all of GCC’s web properties which include the GCC website, Portal and eLearning system. You will no longer go to a separate website to log into the Portal! By creating a single entry point, GCC is ensuring that you are always presented with the most current GCC news.

Other new features include drop-down menus for quick and easy navigation, not to mention an appealing new look that’s very easy on the eyes.

If you have any comments, questions, or suggestions, you can send them off to Dave Comfort, the man in charge of the newly designed website, at dcomfort@gccnj.edu.

**FREQUENTLY ASKED QUESTIONS**

Our office gets a lot of phone calls and walk-ins from people who have similar questions and problems. Hopefully the answers to some of the more frequently asked questions can provide some insight to you.

**Q.** I saved my files to my computer in Location A but why can’t I get to them on the computer in Location B?

**A.** In order to access files from any computer on campus, you will need to save the file to your H: Drive which is listed in the My Computer menu. To access your file from another computer, log into the computer, open the My Computer menu, and then open your H: Drive.

**Q.** The equipment in the room in which I teach isn’t working correctly. Who do I contact?

**A.** You contact us! You can come to our office in IC 435 to inform us of the problem, or you can call us at (856) 415-2298. If you’re in the middle of class, we will do our best to help you as quickly as possible.

**Q.** How do I incorporate eLearning into my course?

**A.** In order to include eLearning in your course, you need to attend a training session given by one of our eLearning Trainers. After the training session, you will receive instruction on what to do next.

**Q.** I need equipment for my class. How do I get it?

**A.** You will need to submit an equipment request. This can be done by coming to our office in IC 435 and filling out a form, visiting the Office of Technology channel on the Portal, or by emailing us (media@gccnj.edu) the date of your class, the time your class begins and ends, and what equipment you need from us. We provide televisions with a combo DVD/VCR unit, mobile Smart Carts with an LCD projector and computer, DVD video cameras, and audio cassette/cd players.

**Q.** I’m having trouble accessing my email. Who do I talk to about it?

**A.** That’s the Technical Support Desk, one of the branches of the Division of Technology. Call us at (856) 415-2298 and choose the first option.

**COMING UP IN OUR NEXT ISSUE**

- Information on a form that is being created which will allow instructors to delete their unused eLearning courses.
- Deadlines for the submission of eLearning course requests for the upcoming Intersession and Spring semesters.
- A look at the Technical Support Desk staff.
- More information on the Clickers mentioned in this issue.

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