Visual Media Adds Pizzazz to D2L

One of the biggest changes most of us have noticed about Desire 2 Learn is how text oriented the course management system is. Unfortunately, we are unable to do anything to make the content page more visually appealing, but you can make the pages that we link to more appealing.

This can be done by adding pictures, schematics, symbols, and figures to our pages. Pictorial graphics are images that show actual things such as photographs, drawings, sketches, and paintings. Schematics are images that link up components or related parts. Concept maps, wiring diagrams, and flow charts are typical schematics. Images that represent messages, give directions, or help navigation are referred to symbolic graphics like logos and trademarks. Figural images are images that represent ideas rather than physical objects such as charts and graphs.

Images

When you add visuals to your content pages you will need to make sure that you save your images in a file type that is viewable on the Web.

JPEG/JPG and GIF files have been the standard file types for years. In the last few years PNG file types have also been used. File types for printing can be any of the file types listed for the Web with the addition of TIF images and possibly others. The most important thing to consider is the resolution. Images created for use on the Web or on a computer screen should be no more than 75 DPI because computers screens display at 75 DPI. Using images of higher quality for this purpose will just slow down the loading of the image on the screen. However, when

Has Your ID Gone Blue?

If you haven’t updated your MTSU ID card, now is the time to do so.

The new MTSU BlueID has been designed to fully utilize the new MTSU Identification Number recently assigned to faculty, staff, and students during the conversion to Banner.

The MTSU Recreation Center has implemented hand geometry technology (a hand-scanning process) for access
Out With the Old, In With the New

You may have noticed there are more and more “I’m One” student stories popping up on MTSU’s main Web site (www.mtsu.edu). That’s not the only change you’ll see on the site.

For the past year, Academic and Instructional Technology Services has been busy updating and adding new Web pages to enhance the quality of the University’s Web site.

Below are just a few new pages that have been recently added or updated:

- Communication Disorders (www.mtsu.edu/commdis)
- Communication Studies (www.mtsu.edu/commstudies)
- Exercise Science (www.mtsu.edu/exercisescience)
- Forensic Institute for Research and Education (www.mtsu.edu/fire)
- History (www.mtsu.edu/history)
- Information Technology Division (www.mtsu.edu/itd)
- Leadership Studies (www.mtsu.edu/leadershipstudies)
- Marketing and Communications (www.mtsu.edu/marketing)
- Organizational Communication (www.mtsu.edu/orgcomm)
- Public History (www.mtsu.edu/publichistory)
- Sociology and Anthropology (www.mtsu.edu/soc/)
- Social Work (www.mtsu.edu/socialwork)
- Student Affairs (www.mtsu.edu/stuaff)
- Theatre and Dance (www.mtsu.edu/theatre)

Network Services Update

Network Update

- Campus Internet bandwidth was increased from 100 Mbps to 200 Mbps.

- Fire control monitoring through the fiber optic network was extended to Floyd Stadium, Lyon Hall, and the Student Health Welfare Recreation (SHWR).

- A new high-speed network electronics and fiber optic cabling was installed in Reese Smith Field to provide a more secure and enhanced network connectivity.

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you are creating images that will be printed you will want to set the resolution of your images to at least 300 DPI because printers need a good quality graphic to print well.

Adding simple graphics

You can easily add images to any D2L content page using the Insert an Image button located on the “Advanced” tab of most D2L tools.

Locating images to use in your course

You can find images to use in your course from many resources like textbook publishers, search engines (make sure you have permission to use images found in search engines), content specific Web sites, etc.

- Do Searches for free images or public domain images
- Microsoft Clip Art Gallery.
- iStock Photo - http://www.istock-photo.com (there is a charge to use these photos)

Creating and editing images to use in your course

You may also want to create your own images to use in your course. MTSU holds site licenses for the following images creation and editing...
Enterprise Resource Planning Update

Banner Student
While CAPP Degree Evaluation has been in place for faculty use since the spring, work continued throughout the summer and early fall semester to refine degree program rules regarding attributes, substitutions, and waivers to make it more effective before releasing to currently enrolled students.

Summer processing went well. Four Last Date of Attendance processes and two grading cycles were completed.

Several tasks were completed regarding Resource25 and improvements to its interface to Banner. Work is continuing toward adding the Web Services feature to enhance the product campus-wide.

Advancement
A project to clean up mailing addresses, e-mail addresses, and phone numbers using an address correction service was completed. Fiscal year 2007-08 year-end processes went smoothly. Online giving has been fully implemented through Banner Self-service. Current donors had the capability to make a credit card gift online and now first-time donors have this option as well.

Campus Loan Manager (CLM)
CLM was upgraded to version 2.5.1 to correct loan payment manual processing.

Workflow
Workflow password and configuration changes went into effect on the Test database. These changes are intended to resolve performance issues. Team meetings have resumed to continue to work to move product implementation into a production environment.

Other Points of Interest
Over the next few months, the Student and General components of Banner are being upgraded to 7.4 and 7.5.2, respectively. MTSU is working with TBR and the vendor, SunGard, to beta test with three other TBR schools on behalf of the entire TBR system. This includes testing the upgrade and performing regression testing with the TBR statewide mods installed over the upgrade.

Enhancements Added to Text Messaging System

Updates recently performed on MTSU’s text messaging system, Rave Alert, provide benefits for students, faculty, and staff, as well as their family and friends.

With the enhanced Rave Alert system, users are now allowed to add up to three total numbers and e-mail addresses within their profile on the text messaging system, permitting emergency notifications to reach family and friends in a timely manner, keeping everyone informed.

Types of emergency notifications may include a security breach, fire, or class cancellation due to impending severe weather. Another end user enhancement provided by the update is that users can verify their ability to receive text messages through the Rave Alert Web interface, accessible at www.getrave.com/login/mtsu.

With this feature, users may be confident knowing their wireless phones have the capability to receive emergency notifications, giving them reassurance and the peace of mind that they have access to the information they need during an emergency situation, if and when they need it.

In addition to enhancing messaging disbursement among campus affiliates, the update also provides administrators of the system with more refined options when sending an emergency notification. Administrators can now choose the method of contact when sending an emergency notification, whether it is text messaging only, e-mail only, or both text messaging and e-mail.

Thus, the new Rave Alert system provides more control and flexibility on message distribution. Students, faculty, and staff can sign up for the emergency messaging service at no charge by visiting www.getrave.com/login/mtsu.

There is also a link to the system in the left margin of the PipelineMT webpage and on the Alert4U webpage.

While there is no cost to sign up for the service, standard text messaging rates will apply based on your wireless carrier. For questions concerning text messaging rates, please contact your wireless telephone provider.

For questions concerning the text messaging system, please contact Alana Turner in Information Technology at extension 2677.
If technology were a language, MTSU history professor Dr. Susan Myers-Shirk would break users into two groups: immigrant speakers and native speakers. The younger “native speakers” have been using modern technology virtually all their lives, unlike the older generations or “immigrant speakers,” who have gradually learned to master their technological skills.

Although Myers-Shirk classifies herself as an “immigrant speaker” of technology, she finds that sometimes she can speak it a little better than some of the younger “native speakers.”

Perhaps the reason behind this lies in the professor’s curriculum at MTSU. Myers-Shirk, whose research interests include cultural and intellectual history, became interested in ways she could incorporate technology into her classroom.

“I’m really convinced that technology has changed the way we acquire knowledge and information,” she said. “I wanted to design a class that featured technology students were familiar with so it would be easier for them to acquire historical knowledge. The setting would be familiar, so the historical knowledge would not be so hard to grasp.”

MTSU history professor Dr. Susan Myers-Shirk created a “clickable lecture schedule” that provides virtual exhibits or scholarly online resources.

Myers-Shirk created a “clickable lecture schedule” that provides virtual exhibits or scholarly online resources. For an introductory course, the professor linked her reading and lecture schedules with reliable, informative sites so students could learn how the Web can fit together with a scholarly approach to the study of history.

“The resources available on the Web are just overwhelming, and many beginning students have not yet acquired the skills they need to sift through all of them,” Myers-Shirk said. “It’s actually pretty stunning. In the old days I would have had to go out and find all of this visual material. Now I have these resources easily accessible. They enrich the conversation and reinforce what the students are hearing, which improves what they learn and retain. When they see the images, it becomes real for them.”

Myers-Shirk also integrates clickers into her lessons, which is especially effective in some of her larger classes.

“I insert multiple choice questions into the lecture, allowing students to select answers throughout the lesson to keep them active and engaged,” she said. “When I’m done with the class period, the software allows me to go in and look at how each individual student answered every single question. I can retroactively set which answers I’m going to accept or how many points they’re going to get for the ones they answer.

“Most of the time they don’t necessarily have to get the questions right, they just need to click (to earn a participation grade). But every now and then I’ll do a double or nothing for getting it right if it’s a question I think they really ought to know.”

Using clickers has allowed Myers-Shirk to devote the majority of her class time to content rather than logistics such as taking roll call attendance in a room filled with more than 200 students.

“In a large class, the clicker really does keep people engaged,” she said. “When you have that many people, and can’t have a discussion, you need other strategies to allow them to participate.”

Originally from Pennsylvania, Myers-Shirk came to MTSU in 1994 after earning her Ph.D. in history from Penn State University. She has a book due out in March 2009 entitled Helping the Good Shepherd: Pastoral Counselors in a Psychotherapeutic Culture, 1925-1975.

She lives in Murfreesboro with her husband, photographer David Shirk, and dogs, Buster Brown and Happy Gilmore.
Alana Turner is the Information Technology Division’s new text messaging and e-mail communications specialist. Alana’s responsibilities include e-mail/Rave text notification system administration, as well as researching, implementing, promoting, and educating users of technologies to improve workflow processes, collaboration, and campus-wide information sharing.

Before coming to MTSU, Alana worked for the San Francisco Department of Public Health - Placement’s Targeted Case Management Team, where she participated with the management in the performance of systems/process analysis and design and project planning and management. She performed system installation, implementation, and testing of systems and software and was responsible for technical and procedural documentation and training.

She also assisted as a disaster services liaison for the team.

Alana holds an Associate of Arts in general studies from City College of San Francisco; a Bachelor of Arts in broadcast and electronic communication with an emphasis in educational media from San Francisco State University; and a master’s degree in computer and information systems from Golden State University.

Alana, who recently moved from California’s San Francisco Bay area, now calls Murfreesboro her home. Alana plans to help promote the usefulness of the technology in our lives as staff, faculty, and students at MTSU.

Albert Whittenberg, director of academic and instructional technology services, presented at the EDUCAUSE Southeast Regional 2008 meeting in Jacksonville, Florida. Albert collaborated with Deborah Miller, the director for the Center of Instruction and Research Technology at the University of North Florida, to present “Hearing Every Voice: Clickers from Selection to Classroom Use.”

Lucinda Lea, Chris Piety, Al Roeder, Lisa Rogers, Joe Martin, Wajid Choudhry, John Patterson, Cassie Leyhew, Albert Whittenberg, David Senior, Ronda Vaughter, Shawn Alverson, Tom Wallace, Brian Ratliff, Paul Collette, and Robin Jones participated in the “Disney Keys to Excellence” professional development program on Sept. 9 at the Sheraton Downtown Nashville. The interactive workshop provided success in...
If you use a computer at MTSU, chances are you’ve seen some of senior systems analyst Sylvia Bergant’s handiwork.

A typical day is anything but typical for senior systems analyst Sylvia Bergant.

“It’s never the same,” she said. “I could get a call right now from someone who has a question about PipelineMT, I have work orders that I address, I do testing, coding, researching, and I develop new programs to serve the campus.”

Working as a senior systems analyst for the Information Technology Division keeps Sylvia busy, but she wouldn’t have it any other way.

“The best thing about my job is that I have an opportunity to work on our systems in a variety of ways,” she said. “I’m supporting the campus in a lot of different facets.”

After earning an Associates in Arts from Florida-based Okaloosa-Walton Community College in 1984, Sylvia worked at the college for eight years in the Information Systems department. She graduated from the University of West Florida in 1986 with a Bachelor of Science in systems science/business option.

She worked as a systems engineer for Administart Federal in Louisville, Ky., where she supported Medicare processing for four years.

When Sylvia relocated to Tennessee to be closer to her family, she decided to further her career by supporting higher education efforts and began working for ITD in 2004.

If you use a computer at MTSU, chances are you’ve seen Sylvia’s handiwork.

In addition, she provides technical support to PipelineMT and a host of other administrative applications. She’s written a program that produces the student campus directory and an interface for student demographic data that’s relayed to Health Services for its point-and-click appointment scheduling system.

Sylvia served as project scheduler of the Banner Enterprise Resource Planning (ERP) project, a task in which she found fulfilling.

“I’ve enjoyed the challenges of being involved in the Banner systems ERP project from the ground up,” she said. “I liked working with all the implementation teams for Banner.”

“I love working with such a great group of people at ITD,” she said. “That just puts the icing on the cake.”

Sylvia has two sons, Sam and Jack- son, and a cat named Dexter. Outside of the office, she enjoys activities with her family and serves as a den leader for her son Jackson’s Cub Scout pack.

Among her numerous duties at ITD, Sylvia is responsible for the support of Campus Loan Manager, which is a SunGard higher education product that processes the University’s student loan system, and she’s the technical lead of the international student system called fsaAtlas.
Enabled Voice Mail Can Make Life Easier

Did you know there is an easier way to get your voice mail messages? Want to manage voice mail messages more effectively and, as a result, become more productive? Would you like to access your voice mail and e-mail messages at the same time, regardless of being on campus or off campus? If you answered yes to any of the above, then Enabled Voice Mail, or EVM, is for you!

Working in conjunction with the University’s voice mail and e-mail system, EVM gives voice mail users access to their messages through the University’s e-mail system, providing a single point of access for both voice mail and e-mail. There are two services provided by EVM: evmNotify and evmDelivery. evmNotify can send either a notification to a user’s e-mail address or a text message to a user’s wireless telephone when a message is waiting. Included in this notification are the caller ID information, as well as the date and time of the message.

In addition to sending the caller ID, date, and time information, evmDelivery takes it one step further and sends the actual voice message as an audio attachment to a user’s e-mail inbox. Instead of logging in to the voice mail system using a phone, getting your voice mail message only requires clicking on the e-mail attachment and letting your PC play the message. With evmDelivery, users can reply or forward the voice message via e-mail and save the message in personalized folders for future reference on their hard drive.

Furthermore, because evmDelivery sends a copy of the voice mail message to a user’s e-mail inbox, and leaves the original message in the voice mailbox, evmDelivery provides quick, one-click access to delete a voice mail message from a user’s voice mailbox through e-mail. And finally, with EVM, there is no longer a need to worry about missing a message when you are going to be out of the office for an extended period of time. All voice mail will be captured in your e-mail inbox, even though the voice mail system deletes messages after 10 days.

EVM enhances productivity and is an ideal solution for voice mail users who share an extension. Those voice mail users who share an extension do not have the convenience of the message waiting indicator lamp on their telephone prompting them to check their voice mailbox for new messages. As a result, they must continually login to the voice mail system to check for new messages. With EVM, they can be notified instantly when a message is waiting.

You could also use EVM to manage your faxes. Simply distribute your campus telephone number as your fax number, and with EVM, it becomes a fax machine, capable of receiving incoming faxes. EVM captures those faxes, allows you to view them on your computer through e-mail, and allows you to access your voice mail and e-mail system, providing a single point of access for both voice mail and e-mail.

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programs: Photoshop or Photoshop Elements, and SmartDraw. For more information, visit http://www.mtsu.edu/itdcommunications/sitelicense_comm.shtml#Other.

Another program you might find useful is SnagIT. SnagIT is handy for grabbing screen shots to put in handouts, presentations, and Web pages. More information can be found at http://www.snagit.com. You may also edit images using Photoshop’s free Photoshop Express. Photoshop Express is not an application on your computer so you may use it anywhere. It only handles JPEG (JPG) images so you will mainly use it to edit photographs. Sign up for a free account at https://www.photoshop.com/express/index.html.

Video

You can shoot your own videos and add them to your D2L courses or locate and embed video from a variety of online sources. If you choose to make your own video and have questions call the Faculty Instructional Technology Center for help in planning your project (904-8189). It is best to upload your videos to MTSU servers outside of D2L and link to your videos from your course pages. We suggest you do this to save server space on the D2L server. If video is uploaded to your D2L course and you copy the course from semester to semester, you fill the server with multiple copies of these large files, many of which are no longer accessible to students because they are from previous semesters.

You can locate video to use in your course through many online video archive sites. Examples include: YouTube – www.youtube.com or the online search engine SearchforVideo.com - http://www.searchforvideo.com/ Many of the sites you find will include code that can be embedded into your course pages.

To Embed a YouTube Video in D2L (this works for many other video sources, too)

1. Copy the code for embedding the video from YouTube
2. Create a new Web page (new topic) under a D2L Course Module.
3. Click the Edit HTML button at the bottom of the large editing window.
4. Paste the copied code before the closing body tag (<body>) and save the page.
5. Remove all code that comes before the embed tag (<embed>). The remaining code will look something like this:

<embed src="http://www.youtube.com/v/IVZcjQXNLfY&hl=en" type="application/x-shockwave-flash" width="425" height="344">

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Voice Mail
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you to choose whether the fax warrants printing. To request EVM, e-mail the voice mail coordinator at eharper@mtsu.edu with the following information:

• Name
• Campus extension
• Mailbox number, if extension is shared

Telecommunication Services offers a 30-day free trial for the EVM service. After the trial period, there is a one-time setup charge of $10, and a $2 monthly service fee to keep the service active.

For questions concerning voice mail or EVM, please contact the voice mail coordinator at extension 2206.

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6. View the page to see if your video is working.

Sending Large Files
In the process of creating video, image files, and online presentations you might need to send large files to other faculty or students. YouSendIt will allow you to easily send, receive, and track files. Go to www.yousendit.com to set up an account. You Send It allows you to transfer large files over the Internet, replacing the need for FTP transfers, overnight couriers and unreliable e-mail attachments.

Users may sign up for a free account that allows you to transfer files up to 1 gigabyte in size.

Mini-webs
You may use FrontPage, Expression Web, or Dreamweaver to create mini-webs for each module of your course. Mini-webs should be created in one folder. The folder can then be zipped, uploaded into a course, unzipped, and then the home page of that Web can be linked to the content area. Students will click on the linked homepage and navigate from there to the other pages in the module. Web sites that are rich in media are easier to create using one of the previously mentioned Web page editors.

Summer fellowship proposals are due by February 27th, 2009.

Guidelines can be found at

http://www.mtsu.edu/itdacad/itres/fellowship_aits.shtml

Nominations will be due on January 30th, 2009, for the Outstanding Achievement in Instructional Technology Award.

Criteria, selection procedures and nomination forms can be found at

http://www.mtsu.edu/itdacad/itres/oaitaward.shtml

Staff News
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strategies in leadership, management, customer service, and customer loyalty.

Lisa Rogers, assistant vice president for Enterprise Resource Planning Systems, Barbara Draude, assistant vice president for academic and instructional technologies, Gary Redmon, systems programmer, Glenda Oshop, senior systems analyst, and Albert Whittenberg, director of academic and instructional technology services, presented “D2L Integration: Making All the Pieces Fit Together” at the Tennessee Summit held at MTSU Oct. 13-14. In addition, Paul Collette, systems programmer, presented “Implementing Solaris Jumpstart with Flash Archives” at the Summit, which was sponsored by the Tennessee Board of Regents.

Lucinda Lea, vice president for information technology and CIO, Tom Wallace, associate vice president for ITD, Lisa Rogers, assistant vice president for Enterprise Resource Planning Systems, Greg Schaffer, assistant vice president of networking services, and Cassie Leyhew, administrative assistant, recently relocated to Cope 217.

Lucinda Lea, vice president for information technology and CIO, was recently elected as chair of the 2009 EDUCAUSE Board. EDUCAUSE is a nonprofit association whose mission is to advance higher education by promoting the intelligent use of information technology. The organization is comprised of more than 2,200 colleges, universities, and educational organizations, including 250 corporations. Congratulations to Lucinda for this distinguished honor!