



Fall 2007 Faculty Workshops

from the Teaching Learning Center

This Fall the TLC will be presenting a series of Faculty Workshops **Thursdays 11:15am – 12:15pm**. The topics were chosen from real requests received from the Otis Faculty. No registration needed.

Date	Workshop Topic	Facilitator	Location
Thursday 9/27	Faculty Bios / Collections Online	Heather Cleary	TLC
Be part of Otis history. Create or Update your Faculty Bio on the Otis People and History Wiki, Learn how to add images of your Faculty Art to Otis Collections Online.			
Thursday 10/4	Teaching Tips	Debra Ballard	Room 407
Bring your lunch and your ideas. Faculty will present topics on Pedagogy of interest. Participate in discussion with your peers			
Thursday 10/11	OtisDID	Heather Cleary	TLC
General introduction to our Digital Image Database. Learn how to sign in, search the collections, and select and organize images to create a presentation. Upload your personal images to supplement ours.			
Thursday 10/18	Intro to PowerPoint	Shelley Forbes	TLC
Basic intro on how to create PowerPoint lectures for class. Make presentations to your peers. Learn the fundamentals of this very versatile software.			
Thursday 10/25	Intro to Excel	Shelley Forbes	TLC
General intro to using Excel. This is a very versatile application and can be used for spread sheets, charts, graphs, and reports.			
Thursday 11/1	Teaching Tips	TBD	Room 308
Bring your lunch and your ideas. Faculty will present topics on Pedagogy of interest. Participate in discussion with your peers			
Thursday 11/8	Photoshop, using your own images	Derek McMullen	TLC
Bring your digital camera, memory card or other portable media contraption. Learn how to download images to the computer and do simple effects in Photoshop.			
Thursday 11/15	Digital Portfolios	Heather Cleary	TLC
Investigate this exciting opportunity for Faculty to have a creative presence online accessible through O-Space as well as the to general public. Learn to create a personal Spot with text and your work in the form of JPEGs, QuickTime, and Flash.			
Thursday 11/29	GarageBand Enhanced Podcasts	Kathleen Forrest	TLC
General introduction to GarageBand and how to make an Enhanced Podcast and share it with iTunes.			
Thursday 12/6	Teaching Tips	Debra Ballard	Room 407
Bring your lunch and your ideas. Faculty will present topics on Pedagogy of interest and you are encouraged to participate in discussion with your peers			
Thursday 12/13	ENTERING GRADES	Kathleen Forrest	TLC
Need help entering grades? Bring your notes and come to the TLC and we will help you to enter grades quickly and painlessly.			