



## Online Courses

Would you like more training, but don't have the time or budget for travel? Do you want to learn from the best and brightest of your colleagues? Can you take **ten hours a week during one month** of your schedule to participate and complete a course? Online courses last four weeks and are facilitated by expert colleagues.

**@One is now charging a \$50 fee for online courses. It's still the best deal in town!**

Optional academic credit for professional development is available for online courses through San Jose State University. To receive these professional development units, you will need to fill out a separate registration form and pay an extra \$60 per unit.

## Online Teaching

- Introduction to Online Teaching and Learning: Tuesday, February 19, to Friday, March 14 (four weeks)
- Introduction to Teaching with Blackboard: Monday, February 25, to Friday, March 28 (four weeks of instruction over five weeks)
- Introduction to Teaching with WebCT CE 6 (Blackboard Learning System, CE): Monday, February 25, to Friday, March 28 (four weeks of instruction over five weeks)
- Introduction to Teaching with Moodle: Monday, February 25, to Friday, March 28 (four weeks of instruction over five weeks)

## Multimedia

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For more information visit: <http://cccone.org/index.htm>  
or call Sabrina Lawrence, Instructional Technologist at 759-6085



- Dreamweaver I: Design and Build a Basic Website: Tuesday, February 19, to Friday, March 14 (four weeks)
- Dreamweaver II: Web Templates, CSS, and Multimedia: Monday, March 31, to Friday, April 25 (four weeks)
- Using Podcasting for Teaching: Tuesday, February 19, to Friday, March 14 (four weeks)

## Desktop Seminars

Make your lunch hour productive with Lunch 'n Learn Desktop Seminars. Not only will you learn how to better use technology, but you'll be able to polish up your resume with new skills. These seminars last just one hour, starting at 12 noon, Pacific Time. So pick your topic, sign up, and mark your calendar. **Registration for each seminar closes the day before. Archives are available 24-48 hours after the seminar.**

### **The Basics - Series information follows in the topic groupings**

- Test Drive MS Windows Vista, Wednesday, February 20
- Get Up to Speed with 2007 Office, Part 1: Tuesday, February 26
- Get Up to Speed with 2007 Office, Part 2: PowerPoint, Outlook, Access and Visio, Tuesday, March 4
- Going Beyond Google: Internet Research that Works, Friday, April 4
- The ABCs of PDFs, Part 1: Getting Started Making PDFs, Tuesday, March 11
- The ABCs of PDFs, Part 2: Bookmarks, Forms, and Security, Tuesday, April 1
- The ABCs of PDFs, Part 3: Creating Accessible PDF Documents, Tuesday, April 8
- Harness the Power of Excel, Part 1: Sheet Setups, Friday, April 18

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## @One Training and Development Opportunities for Hartnell Faculty and Staff

Spring  
2008

- Harness the Power of Excel, Part 2: Data Analysis, Friday, April 25
- Online Teaching - Series information follows in the topic groupings
- The Secrets of Screen Readers Revealed, Thursday, February 28
- Online Course Quality Standards, Thursday, March 6
- Sizing up Your Students, Part 1: Improving Online Retention and Success, Friday, March 14
- Sizing up Your Students, Part 2: Combating Plagiarism, Thursday, April 3
- Sizing up Your Students, Part 3: Designing Effective Evaluations, Thursday, April 10
- Building Community Online, Part 1: Catch the MySpace/Web 2.0 Wave, Thursday, April 17
- Building Community Online, Part 2: Blogging for Fun and Learning, Thursday, April 24
- Building Community Online, Part 3: Wikis for Collaborative Knowledge, Thursday, May 1
- Certifying Online Instruction on Your Campus, Wednesday, May 7

### **Student Support Services**

- Online Tutoring Made Easy, Tuesday, April 29
- Using Hybrid Techniques to Train Tutors, Tuesday, May 6

### **Multimedia - Series follow in topic groupings**

- Photoshop Tips and Tricks, Part 1: Cropping, Selecting, and Improving Quality, Wednesday, February 27
- Photoshop Tips and Tricks, Part 2: Layers, Text, and Creating More Complex Images, Wednesday, March 5

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- The Art of PowerPoint, Part 1: Tools, Views and Master Slides, Wednesday, April 2
- The Art of PowerPoint, Part 2: Animations and Audio, Wednesday, April
- The Art of PowerPoint, Part 3: Accessibility and the Web, Monday, April 21
- Introduction to Flash, Part 1: Tools Demo, Wednesday, April 23
- Introduction to Flash, Part 2: Graphics, Animation, Sound & Interactivity, Wednesday, April 30

### **Self-paced Courses, Streaming Videos on Demand & Online Community**

Below are Self-paced Online Courses, Streaming Videos and Online Community that you can use to learn about technology at your own pace.

- Introduction to File Management
- WebAIM – Web Accessibility Online Training
- Dreamweaver
- Introduction to Teaching with WebCT 4 CE
- Converting your Onsite Course to Online
- Podcasting for Teaching

Note: Certificates of completion are not available for self-paced courses.

### **Streaming Videos on Demand**

- Distance Education
- Integrating Instructional Technology
- Web Enhanced Instruction
- Technology Enhanced Facilities Part I & II
- Digital Photography Part I & II

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## More Faculty Development Opportunities through @One:

### **2007 Online Teaching Conference now available online**

whether you were able to join us in person or not, the conference is now available online at: <http://cvc Moodle.cvc.edu/> . If you registered, login using your email address and the password change me. Didn't get a chance to register? No problem, simply login as a Guest.

### **New Research on Teaching with Technology**

When is technology most effective at boosting student learning? Nine new studies, conducted by California Community College faculty in their own classrooms, explore the realities of online teaching and technology-enhanced instruction. You will find summaries of all the studies in a PDF document, as well as downloadable copies of the full research reports and streaming video presentations

### **Cyber Teachers' Institute**

This stimulating online program offered through ETUDES is designed to bring teachers together to learn from each other, evaluate best teaching practices, and search for solutions to the unique challenges of the online learning environment. The engaging dialogue on teaching principles and strategies is the highlight of CTI.

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