Technology Training Workshops

UPCOMING EVENTS

FEB 25
TUESDAY
Dreamweaver 2:
Adding Style to Pages
(http://technology.gsu.edu/ai1ec_event/dreamweaver-2-adding-style-to-pages-6/?instance_id=87095)

FEB 25
TUESDAY
Polling 1:
Getting Started
(http://technology.gsu.edu/ai1ec_event/polling-2/?instance_id=86862)

FEB 26
WEDNESDAY
Access 1:
Tables and Forms
(http://technology.gsu.edu/ai1ec_event/access-1-tables-and-forms-8/?instance_id=87096)

FEB 26
WEDNESDAY
Excel 1:
Getting Started
(http://technology.gsu.edu/ai1ec_event/excel-1-getting-started-20/?instance_id=87097)

Innovative Instructors Workshop Series

This workshop series is aimed at Georgia State instructors who are interested in exploring online classroom management techniques or technology-enabled solutions to pedagogical problems. The Desire2Learn (D2L) classes in this series offer overviews of the magic of D2L as well as the features of other available instructional tools. Other parts of the series explore innovative and interesting ways to promote student engagement and mastery of curricular content.
D2L: What’s New in D2L 10

In the spring of 2014, Georgia State will be upgrading to D2L 10! This workshop offers an overview of some exciting new features of the upgraded system.

See Course Details

D2L: Getting Started

Desire2Learn is the University System of Georgia’s central learning management system. If you are interested in the kinds of things that D2L and associated tools can do for you, this introductory overview is just what you need to get started.

See Course Details

D2L: Facilitating Active Online Participation

Well-designed online classes offer a variety of ways for students to interact with instructors and each other.
This workshop offers an overview of the tools available to facilitate rich and authentic online interactions.

See Course Details

D2L: Assessing Student Progress

Instructors exploring online course management solutions can choose from a variety of student assessment tools. This workshop explores ways to streamline the grading process and provide students useful and prompt feedback.

See Course Details

Collaborate ONLINE

Teaching a fully online course with a synchronous component? Want to hold virtual office hours or exam reviews? Interested in having virtual meetings or inviting a speaker to your class who lives out of the area? Collaborate can do all these things and more! This session will show you the ins and outs of using Collaborate and some tips for creating engaging and meaningful online sessions.

See Course Details

Teaching in the Digital Age

Teaching with iPads

iPads are great, but it’s not always obvious how they can be used to enhance teaching and learning. In this workshop, we’ll walk through a few suggestions. If you have an iPad, bring it! If not, we’ll have some available to use.

See Course Details

Creating Mobile Games with ARIS 1: Getting Started [New!]

ARIS (Augmented Reality Interactive Storytelling) is an iOS-based mobile gaming platform. In this hands-on workshop, we will construct a simple mobile game. While we do so, we’ll chat about ways that this kind of technology could support pedagogical aims. If you have an iPad or iPhone, please bring it. If you don’t, that’s fine, too. We’ll bring extras.

See Course Details
Creating Mobile Games with ARIS 2: More Cool Features [New!]

In this session, we’ll explore ways to add features and functionality to your ARIS games. As was the case in the Getting Started session, we’ll also chat about ways that ARIS might be used to engage students in context-based learning.

See Course Details

Cool Instructional Tools (a.k.a. Pedagogy Bytes) – ONLINE (NEW!)

This series of very short, 20-minute, online demonstrations is designed to not only share some links to cool tools but also offer suggestions as to how they might meet pedagogical aims. And, since we’re hosting them online using Blackboard Collaborate, you’ll also get a sense of how synchronous online classes can be mediated using this GSU-supported tool.

Polling Online and Face-to-face

Whether you are checking for understanding, assessing prior knowledge, or gauging student interest, polling in both face-to-face and online environments provides instantaneous, formative assessment that meaningfully inform your teaching.

See Course Details

ThingLink

With this easy to use image annotation tool, you and your students can provide contextualized audio, video, text, and links that help to explain or add to a visual representation.

See Course Details

VoiceThread

Peer review student work, debate, discuss, or problem-solve using the VoiceThread media-centric conversation space in the cloud.

See Course Details

MindMeister and MindNode
Organize your thoughts on an idea or project using these easy-to-use mind mapping apps. Users can explore ideas and the relationships that exist among them.


### Evernote, Skitch, and Penultimate

With Evernote, you can type, create reminders, and access them anywhere. With Skitch, you can take notes directly on images or pdf files. With Penultimate, you can take notes as if you were using a pen and paper, store them, and then, thanks to the tool’s handwriting analysis capabilities, search the text of your notes. And, by leveraging the syncing capabilities of Evernote, you can view all of these products’ notes and annotations anywhere.


### Padlet, Lino, and Google Drawing

Are you looking for ways to encourage collaboration and interaction at a distance? Padlet, Lino, and Google Drawings make it possible for your students to brainstorm, plan, and draw using shared online workspaces.

**See Course Details** ([http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/cool-instructional-tools-padlet-lino-and-google-drawing/](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/cool-instructional-tools-padlet-lino-and-google-drawing/))

### Lynda.com

Members of the GSU community can access Lynda.com’s entire library of software and programming training at technology.gsu.edu/lynda. Instructors seeking to integrate technology into their teaching can build playlists and then share them with their students, making it easier than ever to try something new.


### Instructor Makerspaces (NEW!)

Calling all playful instructors! Bring your lunch and join us at the Exchange for a Friday of low-stress tinkering and exploration. Instructional designers at the Exchange will be on hand to help you as you build all sorts of cool stuff. This semester, we’ll be creating instructional...
videos and podcasts, analog and digital games, digital textbooks, maps, infographics, and data visualizations. We'll start each session with a very brief introduction to the topic and then open up the session to exploration. Exchange instructional designers will be on hand to troubleshoot or learn with you. For the R.I.P.P.L.E. sessions (Rework, Innovate, Play, Produce, Learn, Engage), bring a stale, boring, or otherwise ineffective lesson and we'll play with ways to breathe new life into it.

- **Creating Instructional Videos and Podcasts**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-creating-instructional-videos-podcasts/)

- **Creating Mobile Games with ARIS**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-aris-game-jam/)

- **Digital Textbooks**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-digital-textbooks)

- **Creating Games**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-game-jam/)

- **R.I.P.P.L.E**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-r-i-p-p-l-e/)

- **Data Visualization with Tableau**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-data-visualization-tableau/)

- **Mapping with Google Maps and Google Earth**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-mapping-google-maps-google-earth/)

- **Infographics**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-infographics/)

- **(Re)presenting Ideas**
  [See Course Details](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/instructor-makerspaces-representing-ideas/)
Code Camp Spring 2014 – Learn with the Exchange (NEW!)

Do you want to learn how to code? We do, too! Come join the Exchange’s instructional designers as we learn the basics of scripting and start to write simple programs using JavaScript. The plan is to head to Codecademy.com and then help each other troubleshoot as we all work through the modules together. We’ll be progressing throughout the semester, so it’d be best if you could come to the first session and then keep coming. However, we’ll be posting our progress on our blog, so, if you want to catch up and join us somewhere in the middle, that’s fine, too. Either way, please register for the session so that we know how many people to expect.

Digital Skills and Scholarship Workshop Series

This workshop series offers a wide variety of free technology training to the entire Georgia State community, including all faculty, staff, and students. Set yourself apart from the crowd and start building the skills you need to succeed today!

Websites and Blogs

Dreamweaver 1: Getting Started

Dreamweaver is Adobe’s powerful web development tool. If you’re looking to build websites from scratch, Dreamweaver offers a structured environment to help guide and organize your work. By the time this workshop is over, you will have created a simple, three-page website.

Dreamweaver 2: Adding Style to Pages

This workshop picks up where Dreamweaver 1 ended. We’ll take the
simple, three-page website we created in Dreamweaver 1 and begin to improve the design and add style by using CSS.

See Course Details [link]

EduBlogs

Are you a faculty member interested in creating and maintaining a personalized and professional web presence? Are you a student wanting a web portfolio? EduBlogs, a WordPress instance customized for the Georgia State community, is a free, quick and easy-to-use solution that requires little to no coding. Users can create and edit personal pages with a GSU URL that are accessible to anyone with an Internet browser.

See Course Details [link]

HTML & CSS 1: Getting Started

HTML is the foundational grammar of the World Wide Web. Together with CSS, HTML provides the backbone for all web pages. In this class, we'll introduce the core concepts of web design and HTML that are applicable across a wide array of disciplines and web-based endeavors. We'll structure the workshop around the construction of a simple, three-page website.

See Course Details [link]

HTML & CSS 2: Adding Style to Pages

In this workshop, we'll continue working with our simple, three-page website to explore various ways to add style and functionality to the page.

See Course Details [link]

HTML & CSS 3: Page Layout

In this session, we'll explore various techniques used to lay out a page. We'll start with a singlecolumn layout and then use CSS to create distinct sections and columns.

See Course Details [link]
Excel 1: Getting Started

This workshop introduces participants to the basics of Microsoft’s powerful spreadsheet software. This class uses the Windows version of Excel but there is significant overlap for Mac users.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/excel-1-getting-started/)

Excel 2: Formulas and Functions

This workshop explores formulas, functions, and built-in tools that are useful when analyzing and extracting meaning from data. This class uses the Windows version of Excel, but there is significant overlap for Mac users.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/excel-2-formulas-and-functions/)

Excel 3: Charts and Functions

This workshop introduces participants to charting and formatting features in Excel, and walks participants through the process involved in adding Excel charts to Word documents and PowerPoint presentations. This class uses the Windows version of Excel but there is significant overlap for Mac users.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/excel-3-charts-and-functions/)

Access 1: Tables and Forms

Access is Microsoft’s powerful relational database tool. This workshop introduces participants to core database concepts and explores best practices in database construction. The basics of form creation are also introduced.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/access-1-tables-and-forms/)

Access 2: Queries and Reports

This workshop walks through the steps involved in writing queries to extract meaning from databases. We will also introduce quick ways to generate reports.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/access-2-queries-and-reports/)

Graphic Design

Photoshop 1: Getting Started
Adobe Photoshop is a powerful and expansive image editing and graphics creation tool. In this workshop, we’ll stick to the basics and create a simple graphic with text.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/photoshop-1-getting-started/)

Photoshop 2: Adding Effects

Building on topics introduced in Photoshop 1, this workshop will dive into the world of adjustment layers, effects, and filters. The workshop will center on creating a custom flyer.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/photoshop-2-adding-effects-and-filters/)

Photoshop 3: Retouching Images

In this workshop, we’ll introduce some techniques and tools used to touch up images in Photoshop.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/photoshop-3-retouching-images/)

Illustrator 1: Getting Started

Interested in creating graphic art or a custom logo? Illustrator is your tool. In this workshop, we’ll introduce you to Adobe’s powerful vector art creation tool.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/illustrator-1-getting-started/)

Illustrator 2: Designing Logos

A great logo can set your organization or business apart, creating a distinct and recognizable brand. In this workshop, we’ll work through the basics of logo design and construction in Illustrator.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/illustrator-2-designing-logos/)

Illustrator 2: Infographics

Infographics make information and data come to life by using pictures to make the patterns and themes of your content easier to digest. In this workshop, we’ll use Illustrator design tools to make complex information easier to understand.

See Course Details  (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/illustrator-2-infographics/)
3D Modeling with SketchUp

SketchUp is a 3D modeling software that is free and easy to use. Architects and other designers use SketchUp to plan and model their 3D visions for the physical world.

See Course Details

Rethinking PowerPoint

We've all been forced to sit through really boring and ineffective PowerPoint presentations. PowerPoint doesn't have to be that way! In this workshop, we'll share and practice using some design tips to help you transform your presentations from boring to brilliant in no time. This class uses the Windows version of PowerPoint but there is significant overlap for Mac users.

See Course Details

Prezi

Prezi is an engaging, cloud-based presentation and storytelling tool that allows easy collaboration and sharing across a variety of devices. If you're interested in a slick and easy alternative to PowerPoint, you need to check out Prezi.

See Course Details

Keynote

Keynote is part of Apple’s iWork suite. The software offers an alternative to PowerPoint for Mac users who are seeking to develop engaging, media-rich, slide-based presentations.

See Course Details

Research

NVivo 1: Getting Started

When undertaking qualitative research, it doesn't take long for things to...
get messy. You can quickly find yourself buried under interview transcripts, photographs, videos, memos, web sites, articles and other texts. NVivo is a powerful data collection and analysis tool for the qualitative researcher. In this 90-minute workshop for beginners, we’ll look at strategies for getting your data into the system, setting up preferences for how you want to work, organizational principles, and other tips and tricks.

**NVivo 1: Getting Started**

See Course Details ([http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-1-getting-started/](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-1-getting-started/))

**NVivo 2: Exploring Your Data**

This workshop picks up where NVivo 1 leaves off and continues to explore ways to organize, analyze, and present your qualitative research data. The workshop also covers how to build queries to explore and analyze your coded data.

See Course Details ([http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-2-exploring-your-data/](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-2-exploring-your-data/))

**NVivo for Literature Reviews**

Writing a literature review involves reading text sources, pulling out or “coding” themes in those sources, exploring and analyzing the patterns among those themes, and then presenting a narrative of the insights that the existing research lends your own original research. This can be a pretty daunting task. Fortunately, tools like NVivo can help you find connections and organize your thoughts. In this session, learn how NVivo can help you improve your literature review writing workflow.

See Course Details ([http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-literature-reviews/](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/nvivo-literature-reviews/))

**Qualtrics**

Qualtrics is a web-based tool for creating and administering surveys. Qualtrics streamlines the creation of surveys and makes it easy to distribute your survey to your class or research participants. This workshop will introduce you to the survey creation, distribution, and analysis tools available within Qualtrics.

See Course Details ([http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/qualtrics/](http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/qualtrics/))

**SPSS**

SPSS (Statistical Package for the Social Sciences) is a powerful application that can read and analyze data as well as generate reports and graphs. In this workshop, you’ll learn how to define variables, enter data, import and export data, and create graphs.
manipulate data (such as select cases and split files), find and replace data, format output (such as edit graphs), transfer output to a Word document, and analyze data.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/spss/)

**PowerPoint for Research Posters**

This workshop was developed to help you shine at your next poster presentation. In this workshop, we’ll cover the poster creation process from initial design to printing. This class uses the Windows version of PowerPoint, but there is significant overlap for Mac users.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/powerpoint-creating-research-posters/)

**Documents**

**iBooks Author**

iBooks Author is an Apple authoring platform for creating iBooks that can be viewed on both iOS and OSX devices. The beautifully formatted book templates can incorporate interactive diagrams, video, presentations, galleries, and more. In this class we will walk step-by-step through authoring and publishing an iBook.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/ibooks-author/)

**InDesign 1: Getting Started**

Part of Adobe’s Creative Suite, InDesign is a powerful layout and publication tool useful for a wide variety of applications, especially the publication of multi-page documents such as newsletters, magazines, newspapers books.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/indesign-1-getting-started/)

**InDesign 2: Styling and Formatting Techniques**

Building on topics covered in InDesign 1, this workshop will introduce additional formatting techniques that can be used to ensure consistent and predictable styling within and across documents.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/indesign-2-styling-and-formatting-techniques/)
**Word: Formatting Long Documents**

If you’re a researcher, you know that there are some pretty strict guidelines when it comes to preparing journal articles, theses, and dissertations for publication. This workshop was designed for people comfortable with the basics of Word, but who want to explore features to more quickly and easily format long documents. This class uses the Windows version of Word but there is significant overlap for Mac users.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/word-formatting-long-documents/)

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**General Computing**

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**Getting the Most out of Your iPad**

If you have an iPad and want some suggestions regarding how to use it within your academic and professional workflow, this is the class for you. This informal session will offer an overview of many apps we at the Exchange find useful. If you have your own iPad, feel free to bring it. If not, we'll have some for you to use. If you're interested in teaching using iPads, check out our Teaching with iPads workshop.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/getting-the-most-out-of-your-ipad/)

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**Mac Basics**

Never used a Mac before? This is the class for you! This workshop will cover the absolute basics you might need to know when making the switch from a PC, including keyboard and mouse differences, Apple “lingo”, Mac equivalent programs, and how to find documents and applications.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/mac-basics/)

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**Windows Basics**

In this introductory class, learn the basics of using a computer running the Windows operating system.

See Course Details (http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/windows-basics/)

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**Video and Audio**
Final Cut Pro

Final Cut Pro is a Mac-based professional video editing tool. In this workshop, we'll introduce you the basics you'll need to get started.

Premiere Pro

Part of the Adobe Creative Suite, Adobe's Premiere Pro is a professional-quality digital video editing solution that can be used in both Mac and Windows environments. This workshop will cover the basics so you can get started on your own projects right away.

iMovie

Part of Apple's iLife suite for the Mac, iMovie offers a quick and easy way to create high quality videos. If you're interested in doing anything from creating YouTube videos to producing polished digital stories or documentaries, iMovie is a great place to start.

After Effects

Adobe After Effects is primarily used for creating motion graphics and visual effects. After Effects allows users to animate, alter and create media in 2D and 3D space, using various built-in tools and third party plug-ins. Users will learn to use these tools, as well as how to control variables to adjust for aspects such as line of sight and angle of observation.

Audacity

Audacity is a free, easy, open-source, and cross-platform audio editing tool. Whether you're interested in creating ringtones, podcasts, or soundtracks, Audacity can help you get it done. This workshop will focus on creating a simple audio podcast.
Garage Band

Garage Band is a simple, fun, and powerful tool for creating music. You can record your own instruments and vocals or use the thousands of copyright free sound files that Apple provides. This workshop shows you how to use Garage Band to make your own songs, mix them, and output them as MP3s. No formal music training is required.

See Course Details
(http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/garage-band/)

Pro Tools

Pro Tools is a professional caliber audio production tool used in broadcast, film, and music production. In this session, we'll introduce you to the basics.

See Course Details
(http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/pro-tools-consulting-sessions/)

Logic Pro

Logic Pro is an Apple-based professional audio production tool. If you've ever used Garage Band and want to take your work to the next level, you'll love this workshop. In this session, we'll introduce you to the basics. Check it out. It'll be fun.

See Course Details
(http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/logic-pro/)

Audio Booth Training and Production Consulting Sessions

Whether you're just getting started on your audio production journey or have an existing project that needs some attention, we can help. Our audio production expert has real-world experience in the field and can offer both advice and technical assistance. Software installed in the recording studio includes Pro Tools and Reason. Consulting sessions are 30 minutes long.

See Course Details
(http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/technology-training-workshops/audio-booth-training-production-consulting-sessions/)
and-learning-resources/lynda-com-training/) and Skillsoft
(http://technology.gsu.edu/technology-services/it-services/training-and-learning-resources/skillsoft/) (eTraining) online learning libraries are
available to Georgia State students, faculty and staff free of charge.