

# ITS NOVEMBER NEWSLETTER



## The Holidays are Just Around the Corner...

Six week grades are complete! The race is on to the end of the semester for learning, collaborating, and reflecting. During this time, remember that the Client Services and Academic Technology team is here to support your work and help you through the academic year. If you have any questions on Moodle, Mahara, Office 365, Lynda, WordPress, CoursEval, Zoom, 3D Printing or other technologies, please stop by during our drop-in sessions; send an email to [helpdesk@plymouth.edu](mailto:helpdesk@plymouth.edu) to schedule an appointment with one of our specialists; or sign up for workshops. Seats are limited for these workshops to 12 participants unless otherwise specified - so that all can get their questions answered. You must **EMAIL** [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu) to reserve your seat.

## Workshops



### **3D Printing: An Introduction**

**Wednesday, November 8th** 11:00 am - Noon

Session held in Lamson 112.

Erika will provide an introductory session into the world of 3D printing. In this workshop we'll go over the basics of 3D printing and then we'll visit our 3D Print Lab to better understand how our Fused Filament Fabrication printers actually work.

## **How to use the Studio Station**

**Thursday November 9th** 2:00 - 3:00 pm

**Tuesday November 14th** 10:00 - 11:00 am

**Friday November 17th** 10:00 - 11:00 am

**Monday November 20th** 1:00 - 2:00 pm

Session held in Studio Station on Main Level of Lamson Library (stop at the Help Desk for directions). Stop by the Lamson Library to see the new production space, featuring equipment to record videos on your USB thumb drive. This new space— just to the right of the circulation desk—features studio lighting, a new camera, a teleprompter, and a mic for audio recording. Record your presentations, blog posts, podcasts and other projects at the touch of a button!

## **InDesign and Photoshop**

**Wednesday, November 15th** 12:00 - 1:00 pm

Held in Lamson OL 031.

Erika will show you how to use InDesign and Photoshop to customize MCCS designed PSU templates.

## **Introduction to Electronics:**

### **Two Session Hands-on Series**

**Session I Tuesday, Nov. 7th** 6:30 to 7:30 pm **AND**

**Session II Tuesday, Nov. 14th** 6:30 to 7:30 pm

Sessions held in Lamson 102.

In this introductory workshop, participants will learn the basics of electronics components and the skill of soldering. In session I, we will focus on using a soldering iron properly, understanding basic electronics, and practicing soldering. In session II, participants will solder a small battery powered LED flashlight or LED snowflake. Participants must sign up for both sessions. Space is limited to 10 attendees. You must **EMAIL** [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu) to reserve your seat.

## **3D Designing with Blender**

**Thursday, November 9th** 2:00 - 3:00 pm **OR**

**Thursday, November 16th** 2:00 - 3:00 pm

One of our student technologists Ty will hold the session in Lamson OL 114 (open lab on main floor). Ever want to learn how to 3D Model and don't know where to start? Ty will instruct you on Blender basics, with an introduction to the Blender interface and editing tools. You will leave knowing how to navigate through Blender and how to modify and create basic 3D models. Space is limited to 8 attendees. You must **EMAIL** [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu) to reserve your seat.

**Please bring a PC laptop**, or if you don't have access to a PC laptop, let us know ahead of time and we'll make sure we have one available at the Help Desk. You should also come prepared with a copy of Blender (free) downloaded to your machine (download here: <https://www.blender.org/>).

## **Technology Resources & Accessibility a Collaborative Workshop - Faculty Only**

**Thursday, November 16th** 11:00 am - Noon

Held in Lamson OL 114 (main floor open lab).

In this collaborative workshop between Accessibility Services and Academic Technology we'll share resources for accessible course design and explore how to best support PSU students. The session will begin with a brief overview of the services provided by Accessibility Services Office, and will continue with a discussion about how to reach students with a variety of academic, social, and emotional needs. Looking at accessible design within Moodle, we'll then explore the possibilities of accessible design and best practices from document creation, to alternative text descriptions, and additional use of multimedia to support all students. Lastly, we'll explore the functionality of Read&Write Gold, a literacy software available across campus.

## **Microcontrollers**

**Tuesday November 21st** 1:00 - 2:00 pm

Session held in Lamson 112. Erika will provide an introduction to microcontrollers, with a basic exploration of the Raspberry Pi's available for checkout. You'll learn how to use basic programming tools available on Raspian (the Pi's operating system) such as Scratch and Sonic Pi. Space is limited to 3 attendees.

You must **EMAIL** [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu) to reserve your seat.

Stay tuned to future newsletters for more "Maker Inspired" workshops!



### **Lunch and Learn: Building your Professional Skill Toolbox using Lynda.com**

**Thursday November 2nd or 9th 12:00-12:45**

Sessions held in Lamson 102.

Learn how *Lynda.com* can help you expand your job skills, discover hidden talents, and help you achieve your goals while staying current during PSU's transformation. This workshop will teach you how to map out the steps and identify the skills training available in order to advance your career and document your achievements. Bring your lunch and your laptop (or check out one from the Infodesk in Lamson) and join us for a 45-minute session on how to create your own Professional Skill

Toolbox. Please **RSVP** by emailing [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu), room limited to 25 attendees.

### **Lunch and Learn: Marketing your skills on your electronic resume!**

**Thursday November 16th or 30th 12:00-12:45**

**Thursday December 7th 12:00-12:45**

Sessions held in Lamson 102.

Come by to set up a profile on LinkedIn, the business and employment social-networking site. See how to best share your skills, include Lynda.com certificates, and provide an outline of your professional experience. Learn how to network, use LinkedIn Groups, and navigate the site for a better overall experience. Please **RSVP** by emailing

[user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu), room limited to 25 attendees.



### **Weekly WordPress Workouts**

**Friday, November 3rd 10:00 am – Noon OR**

**Friday, November 10th 10:00 am – Noon**

Sessions held in Lamson 031.

Join your colleagues in a focused WordPress work session with help in the room to assist you in updating your department website. This session is for anyone who wants to improve or make edits to their websites; including the NEW campus.plymouth.edu. Staff will be on hand to advise and support your work.



### **Moodle LockDown Browser**

**Wednesday, November 8th 11:00am - noon**

This session will be held in Lamson OL 031 (downstairs open lab)

In this workshop, Katie will demonstrate LockDown Browser, a new application that integrates with Moodle quizzes to prevent academic dishonesty. Learn how to enable LockDown Browser in your own course, and how to adjust settings for your specific testing needs. Click [here](#) for Respondus resources.



### **Mahara for Students**

**Wednesday, November 8th** 6:00 - 7:30 pm **OR**

**Wednesday, November 15th** 6:00 - 7:30 pm

Sessions will be held in Lamson 115.

Need help with Mahara???

Melinda will assist with any questions you have regarding Mahara or give you a basic review. Space is limited so you must **EMAIL** [user-workshops@plymouth.edu](mailto:user-workshops@plymouth.edu) to reserve your seat.



### **Faculty Added Questions**

**Thursday, November 9th** 11:30 am - 12:30 pm

This session will be held in Lamson 217

In this workshop, Melinda will review the process for setting up Faculty Added Questions in CoursEval.

Click [here](#) for Faculty Added Questions resources



### **Zoom Into Your Classroom**

**Friday, November 10th & 17th** 3:00 to 4:30 pm

This session will be held at the CTS office on the main floor of Lamson Library (room 101C).

Did you know everyone on campus has a Zoom web conferencing account? Did you know you can use your Zoom account to bring guest speakers into your classroom? Classroom Technology Services (CTS) has portable technology to make it easy for just about any classroom on campus. Stop by the CTS office to learn how! No appointment necessary. Zoom can be accessed at [go.plymouth.edu/zoom](http://go.plymouth.edu/zoom).

## **Drop-ins**



### **Loaning out the Right Technology Drop-in**

**Every Monday in November** 5:30 - 7:30 pm

One of our student AV technicians, Gage will hold these drop-in sessions in the Classroom Technology

Services (CTS) office on the main floor of Lamson Library (room 101C).

Do you have the right technology for your project or presentation? Not sure? Would you like to learn more about technology available to loan from ITS? Learn some valuable tips on video, audio and tools for great presentations. Stop by the CTS office to learn more! No appointment necessary.



### ***Moodle Drop-ins***

***Every Tuesday*** 10:00 am - Noon

***Every Thursday*** 2:00 - 4:00 pm

Both sessions held in Lamson 112.

Katie will be available during those times to answer your Moodle questions, help with integrating with Lynda.com or Zoom with Moodle, and to troubleshoot common issues.

Click [here](#) for Moodle resources



### ***Mahara Drop-ins***

***Every Monday*** 11:00 am - 12:30 pm

***Every Thursday*** 1:30 - 3:00 pm

***Wednesday, November 8 & 15*** 6:00 - 7:30 pm

All sessions held in Lamson 115.

Melinda will be available during those times to answer your Mahara questions.

Click [here](#) for Mahara resources.



### ***Lynda.com Drop-ins***

***Monday, November 13th & 27th*** 3:00 - 4:30 pm

All sessions held in Lamson 110.

Bret K. will be available during this time to answer your Lynda questions.

Click [here](#) for Lynda.com resources.



### ***WordPress Drop-in***

***Monday Nov. 13th & 27th*** 1:00 - 2:00 p.m. OR

**Tuesday, Nov.7th, 14th, & 28th 10:00 - 11:00 a.m**

Both sessions held in Lamson 110.

Come see Bret K. if you need assistance with updating your department website. Please bring your laptops. If you do not have a laptop, you can borrow one from the Help Desk.



### **Digital Technology Drop-ins**

**Every Wednesday 1:00 - 2:00 pm**

This session is held in Lamson 112.

Erika will be available during this time to answer your 3D printing and scanning or digital technology questions.

**Every Thursday 10:00 - 11:00 am**

This session is held in Lamson 110.

Bret K. will be available during this time to answer your Open Lab questions.

### **Editing in Final Cut Pro and Adobe Premiere**

**Every Tuesday 9:30 - 11:30 am**

This session will be held in 3D Print Lab Lamson 110A.

Join one of our Student Technologists, Matt, for introductory support in Final Cut Pro or Adobe Premiere.

Matt can support in adding: a timeline, effective transitions, texts, headers, title cards, small animations, and other overlays. Bring your laptop and your project.



### **CoursEval Drop-ins**

**Every Friday 2:00 - 3:30 pm**

All sessions held in Lamson 115.

Melinda will be available during this time to answer your CoursEval questions.

Click [here](#) for resource for CoursEval



### **Office 365 Drop-ins**

**Every Wednesday 2:00 - 3:00 pm**

Sessions held at Information Desk (Help Desk) on Lamson Library's main floor.

Steven will be available during this time to answer all your Office 365 questions.

Click [here](#) to view Office 365 resources.



Need help? Contact the Help Desk

(603-535-2929 or [helpdesk@plymouth.edu](mailto:helpdesk@plymouth.edu))  
to make a one-on-one appointment to get a tutorial.  
Click [here](#) to view Zoom resources.



Need help? Contact the Help Desk  
(603-535-2929 or [helpdesk@plymouth.edu](mailto:helpdesk@plymouth.edu))  
to make a one-on-one appointment to get a tutorial.  
Click [here](#) for SmartBoard resources.

## News



### **HELP DESK STUDENT OF THE MONTH**

Steven Courcy, a senior Computer Science Major and a Jr. Shift supervisor at the ITS Helpdesk in the Lamson Learning Commons created a new and improved Library door counter using a Raspberry Pi and web cam. It detects as people enter Lamson and automates the data collection process, eliminating the time consuming human component of recording and querying the data. Reports and data are available in real time to aid in decision-making.

**Erika Rydberg's Blog**  
**PSU's Digital Creation Specialist**



[Click here to see Erika's Blog](#)