

# No Boundaries

Teaching Solutions Through Technology

## Technology Lab Sees Banner Year

### ATS Technology Lab Assists 146 Faculty in 2002

By Jeff Schomburg

We like to think of it as your technology lab, not ours. Academic Technology Services' (ATS) technology lab, more commonly known as the Faculty Instructional Technology (FIT) Lab, has been around for four years, and in that time we've helped just about every faculty member on campus. From May 2002 to May 2003, our records show approximately 146 of St. Mary's estimated 268\* faculty members during 2002 requested some kind of computer-mediated assistance from our lab resulting in 1,190 total assistance requests. And yet, we're just getting started.

For all of those who called or came by for help with their technology projects, we would like to say thank you. We were glad to help. We keep in mind, however, that St. Mary's teaching community is ever growing, and we'd like to spread the word to any new full-time or adjunct faculty about our lab. So please spread the word as much as possible to as many as possible that ATS' Charles Francis room 102 is your technology work lab just a few doors down.

**Charles Francis room 102 is your technology work lab just a few doors down.**

Call **1054** to learn more.

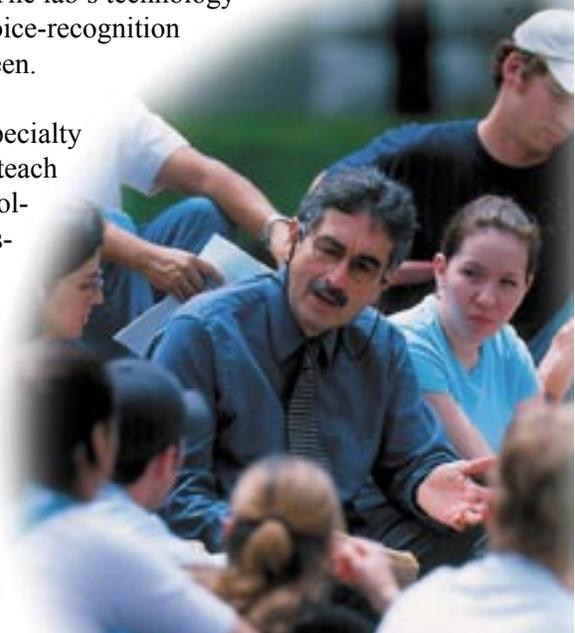
\* includes St. Mary's part- and full-time Undergraduate and Graduate faculty, but does not include Law School faculty.

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The FIT Lab has it all and can do it all. With four full-time and one part-time professionals, not to mention eight graduate students on staff, we've got you covered. The lab's technology ranges from slide scanners to voice-recognition software, and everything in between.

But beyond the gadgets, our specialty is instructional technology. We teach you the skills to develop technology-based solutions for your classroom. It doesn't matter whether the training is one-to-one for 15 minutes or a group of 15 for an entire semester. Instructional technology is what we do and we do it better than anyone else around. Let us know how we can help.



# Adobe Prices Lower Than Ever

## Adobe Academic Contract Prices Available To Faculty And Staff

By Jeff Schomburg

St. Mary's University has signed a contract to bring you Adobe products at the lowest possible price. The Contractual License Program (CLP) with Adobe Systems Inc., which will last until May 2004, allows faculty and staff to purchase Adobe software products and receive up to 65% off academic boxed products. Best of all, because the contract prices are lower than volume prices, it doesn't matter whether you order one or 100.

So if you're considering purchasing any of the Adobe products found here, please call Robin Sommers, St. Mary's exclusive Adobe contract vender, at...

**1-800-517-2320**  
**ext. 211**



### Eligible Adobe Products

#### Production Tools

- Acrobat

#### Layout Tools

- PageMaker
- InDesign
- FrameMaker

#### Illustration Tools

- Illustrator
- Streamline
- Dimensions

#### Type Tools

- Type Manager

#### Digital Imaging Tools

- Photoshop
- Photoshop Elements

#### Digital Video Tools

- Premiere
- After Effects

#### Web Design Tools

- Adobe GoLive
- Adobe LiveMotion

## ATS Product Spotlight: Slide Scanner

### New Slide Scanner Digitizes 35mm Slides And Film Faster Than Ever

By Jeff Schomburg

Throw that old 35mm slide projector away because the Faculty Instructional Technology (FIT) Lab is now in the slide scanning business. We have always offered image and text scanning to St. Mary's faculty. But now, with the purchase of a new product called the SmartScan 3600, we can scan all your 35mm slides in a fraction of the time it took using old conventional scanners with slide adaptors.

The SmartDisk's SmartScan 3600 scans 35mm negative film rolls or film-strips and mounted slides. It features true optical 3600 dpi resolution, which is more than needed for all of your projects, even image enlargements. The SmartScan 3600 can batch scan 35mm slides to save you time. Once the slides are scanned, let us show you how to archive them to a CD or even a DVD.



# ATS News and Events



## Summer Brown Bag Technology Seminars

Academic Technology Services began offering brown-bag technology seminars in Spring 2003 to provide training beyond that offered through our semester workshops.

To register or learn more about our 90-minute Summer 2003 seminars found below, go to <http://ats.stmarytx.edu/seminar>. Because space is limited, please RSVP at no later than one week before the scheduled seminar. We will continue to bring you new seminars every semester. Stay tuned.

**Apple iLife**  
Tuesday, June 24, 2003  
12 p.m. - 1:30 p.m.

**Microsoft Excel**  
Tuesday, July 15, 2003  
12 p.m. - 1:30 p.m.

**Blackboard**  
Tuesday, Aug. 5, 2003  
12 p.m. - 1:30 p.m.

**Register at <http://ats.stmarytx.edu/seminar>**

## ATS' Renovations Create 25 Technology Classrooms

Part of Academic Technology Services' mission, using Title V funding, is to renovate traditional classrooms into technology-enhanced classrooms. By September 2003, we will have renovated 25 classrooms across campus.



These technology classrooms are ideal for teaching because they are equipped with multimedia equipment like computers, VCRs, DVD players, document cameras, projectors, and Internet connectivity. The chart to the right shows what equipment is available for each classroom.

If you would like to teach in a technology classroom, please contact Louisa Avitua-Treviño in the office of the Registrar at...

Computer  
Projector  
VCR  
DVD  
Document Camera  
Faculty Internet  
Student Internet

	Computer	Projector	VCR	DVD	Document Camera	Faculty Internet	Student Internet
Alkek 101	✓	✓	✓	✓	✓	✓	✓
Alkek 102	✓	✓	✓	✓	✓	✓	✓
Alkek 103	✓	✓	✓	✓	✓	✓	✓
Alkek 105	✓	✓	✓	✓	✓	✓	✓
Charles Francis 008	✓	✓	✓	✓	✓	✓	✓
Charles Francis 018	✓	✓	✓	✓	✓	✓	✓
Charles Francis 019	✓	✓	✓	✓	✓	✓	✓
Life Science 101		✓				✓	
Life Science 102		✓					
Life Science 201	✓	✓	✓	✓	✓	✓	✓
Life Science 202		✓				✓	
Life Science 203	✓	✓	✓	✓	✓	✓	✓
Life Science 204	✓	✓	✓	✓	✓	✓	✓
Math 101	✓	✓	✓	✓	✓	✓	✓
Math 102	✓	✓	✓	✓	✓	✓	✓
Math 103	✓	✓	✓	✓	✓	✓	✓
Math 105	✓	✓	✓	✓	✓	✓	✓
Math 106	✓	✓	✓	✓	✓	✓	✓
Math 107	✓	✓	✓	✓	✓	✓	✓
Math 208		✓				✓	
Math 209		✓				✓	
Math 213		✓				✓	
Reinbolt 004		✓				✓	
SBC 106	✓	✓	✓	✓	✓	✓	✓
SBC 107	✓	✓	✓	✓	✓	✓	✓

**1100**

# CampusTechnology News

## User Support Services (USS)

### Windows XP Coming This Fall

All student and faculty notebooks issued this fall will come with the Microsoft Windows XP Professional operating system and XP Office Professional as their productivity suite. If you believe you are ready to migrate to XP, call the Help Desk at 4357 so that we may audit your PC to see if it meets the minimum requirements. USS recommends the following as minimum system requirements:

- ▶ PIII 500
- ▶ 256M RAM (512M preferred)
- ▶ 20G Hard drive

If you are currently running Microsoft Windows 2000, we recommend you do the following for a smoother transition to Microsoft XP:

- ▶ Add more RAM if needed
- ▶ Save new files to "My documents"
- ▶ Backup old files, E-mail, and Internet bookmarks to "My documents"

### Virus Software Change

The university has signed a campus agreement with Trend Micro, a global leader in antivirus security. USS will replace your existing McAfee antivirus with Trend Micro this summer and take no more than 30 minutes per PC. We will convert one building at a time. Begin looking for USS announcements later this summer regarding the scheduled arrival at your building.

### Microsoft Office Home Use

The Microsoft campus agreement allows faculty to install a licensed version of Microsoft Office onto their home computer for free. If you wish to check out a CD with instructions, please call the Help Desk at 4357. USS offers the following versions for home installation:

- ▶ Office 2000 (Win)
- ▶ Office 2001 (Mac)
- ▶ Office XP (Win)
- ▶ Office X (Mac)

### Mac OS 10.2 Campus License

USS is still looking into whether we can buy a campus-wide license for Apple's latest operating system, Mac OS 10.2. USS was unable to purchase the OS 10.2 license this past year because of end-of-year budget constraints. We'll keep you updated if there are any changes regarding Mac OS 10.2.

### Microsoft Training

Also because of budget constraints, USS delayed purchasing the Microsoft Enterprise Learning Library (MELL). Look for future announcements regarding this great computer-based training tool from Microsoft .

Call **4357** for Help Desk questions.

**Continued**

# Campus Technology News continued...

## Administrative Technology And Information Services (ATIS)

### Campus Calendar Goes Online

Jake Salazar has developed, in cooperation with Tim Bowman in University Communications, a Web-based calendar system. The online calendar completely replaces paper-based event calendars previously distributed by University Communications and allows members of the university community to submit new entries online. The software won recognition at the annual CASE ([www.case.org](http://www.case.org)) conference and has attracted the interest of the University of Texas Health Science Center at San Antonio. University Communications has distributed a sticky-back business card with the simple steps required to submit an event to the calendar. To view and submit event entries to the online calendar, go to <http://www.stmarytx.edu/calendar>.

### Security Is In Your Hands

A recent review by the university's auditors has demonstrated a number of shortcomings in the area of information security. In addition to FERPA, which most people in the higher education community have heard of, St. Mary's now must deal with broader issues covered in the Gramm-Leech-Bliley Act (GLB). You can help by making sure that your username/password pairs remain private to you, and only you; by not sharing your accounts on university systems with anyone, including your assistants; and by safeguarding access to your computer system at all times like using a password-protected screen-saver that automatically starts after five minutes of inactivity. To learn more about the GLB, go to <http://www.ftc.gov/privacy/glbact>.

### Texas Higher Education Coordinating Board

ATIS has been cooperating with the Texas Higher Education Coordinating Board (THECB) in testing a replacement for the traditional method of transmitting files to them known as FTP (File Transfer Protocol). THECB's new server supports Secure FTP (SFTP), and St. Mary's recently became one of the first universities in Texas to test the new facility. With SFTP, the data is transparently encrypted during transmission. With regular FTP, data is not encrypted, and thus is in danger of being intercepted. Data sent to the THECB includes financial aid award information, basic student information, and, starting later this year, a graduation report. To learn more about the THECB, go to <http://www.thecb.state.tx.us>.

Call **4254** for ATIS questions.

# Campus Technology News continued...

## Network Technology Services (NTS)

### Network Authentication

In the public and student areas on campus it is necessary to authenticate — that is, provide information that ensures you are an authorized user of our system — through a login procedure in order to gain access to the campus network. These areas include the lab and carrels on the third floor of the library, U.C. lounge, classrooms, residence hall rooms, and others. To be able to accomplish this you must have four things:

1. A computer — either the notebook computer that you receive as a student or a notebook, laptop, or desktop you brought with you.
2. A network patch cable — a Cat 5 Ethernet cable (not the telephone modem cable). If you are using a St. Mary's notebook computer you received a network patch cable with it. For other computers you may already have one or you may buy one (the St. Mary's Bookstore carries them).
3. Login credentials — the same username/password pair that is used for your St. Mary's E-mail account — if you do not receive this at orientation you may come by Technology Services (1<sup>st</sup> floor, Charles Francis) and get one.
4. A PPPOE client — labeled “STMU network connection,” the PPPOE client looks like a globe icon and can be found on either the task bar or on the desktop of your St. Mary's notebook. Windows XP already includes the PPPOE client icon. If you have a personal computer not issued by St. Mary's, you can find directions on how to use this for Windows XP and how to get this client for the Windows 98 or Windows 2000 operating systems on the St. Mary's Intranet site: <http://cww.stmarytx.edu/TechnologyServices/>. If you have another operating system such as Linux or Macintosh, you should find information on the Internet depending on the system you have.

Call the Help Desk at **4357** for NTS questions.

# Contact Us

## We Are Here To Help

### Phone Support

FIT Lab .....	1054
Classroom Hotline .....	8088
Charles Garrison, ATS Director .....	3287
Michael Chen, IT Manager .....	5009
Jeff Schomburg, Instructional Designer.....	5073
Dan Walding, Instructional Designer.....	5010
Bhavik Jhaveri, Blackboard Administrator.....	5074

### Web/E-Mail

ATS .....	<a href="http://ats.stmarytx.edu">http://ats.stmarytx.edu</a>
Blackboard .....	<a href="http://bb.stmarytx.edu">http://bb.stmarytx.edu</a>
Blackboard E-Mail.....	<a href="mailto:bb-support@stmarytx.edu">bb-support@stmarytx.edu</a>
FIT Lab .....	<a href="http://ats.stmarytx.edu/fitlab/">http://ats.stmarytx.edu/fitlab/</a>
Classroom Hotline .....	<a href="http://ats.stmarytx.edu/roomstatus.htm">http://ats.stmarytx.edu/roomstatus.htm</a>
Brown Bag Seminars .....	<a href="http://ats.stmarytx.edu/seminar.htm">http://ats.stmarytx.edu/seminar.htm</a>

### Or come by and visit

**Charles Francis Building**  
**1<sup>st</sup> Floor, Room 102**

**Mon. – Thurs., 7 a.m. to 10 p.m.**  
**Fri., 7 a.m. to 5 p.m.**

