

### *Fall 2007 Professional Development Workshops for Faculty*

Please note that lunch will be served at the TLC Roundtables on September 27th, October 10th, October 25th, and December 6th. Full and part-time faculty are invited to attend the workshops. To register, please call 732-224-2089 or by e-mail to [dvigil@brookdalecc.edu](mailto:dvigil@brookdalecc.edu).

#### **September**

Date	Time	Title
9/14	9:00 a.m.	Workshop A
	11:30 a.m.	Workshop A
9/17	8:30 a.m.	Workshop B
	11:00 a.m.	Workshop C
	2:00 p.m.	Workshop D
9/18	10:00 a.m.	Camtasia
	4:30 p.m.	Workshop A
9/19	2:00 p.m.	Web Enhance Your Course
9/20	9:00 a.m.	Workshop A
	11:30 a.m.	CANCELLED -----Learning Object Repositories ----CANCELLED
	2:00 p.m.	Workshop A
9/24	9:00 a.m.	FULL ----- Site Builder ----- FULL
	2:00 p.m.	Web Enhance Your Course
9/25	9:00 a.m.	Site Builder
	2:00 p.m.	Site Builder
9/26	9:00 a.m.	Site Builder
	2:00 p.m.	Power Point to Guide the Lecture
9/27	11:45 a.m.	TLC Roundtable
	4:30 p.m.	Camtasia
9/28	9:00 a.m.	Learning Object Repository

#### **October**

Date	Time	Title
10/2	9:00 a.m.	Learning Object Repository
10/3	2:00 p.m.	Creating Collaborative De- partment Groups in Angel
	4:30 p.m.	Workshop A
10/4	9:00 a.m.	Site Builder
10/5	9:00 a.m.	Site Builder
	12:00 p.m.	Power Point to Guide the Lecture

10/8	8:00 a.m.	Workshop A
	10:30 a.m.	Workshop B
	1:00 p.m.	Workshop C
	3:30 p.m.	Workshop D
10/9	9:00 a.m.	Power Point to Guide the Lecture
10/10	12:00 p.m.	TLC Roundtable
10/18	2:00 p.m.	Site Builder
10/19	9:00 a.m.	What is a Quality Online Course?
	11:30 a.m.	Camtasia
10/25	11:45 a.m.	TLC Roundtable
10/26	8:00 a.m.	Workshop A
	10:30 a.m.	Workshop B
	1:00 p.m.	Workshop D
	3:30 p.m.	Workshop C
10/31	10:00 a.m.	Camtasia
	12:30 p.m.	Camtasia

## November

Date	Time	Title
11/6	2:00 p.m.	Teaching Hybrid Courses
11/7	12:30 p.m.	Site Builder
11/8	9:00 a.m.	Workshop C
	1:30 p.m.	Workshop C
11/26	9:00 a.m.	Learning Object Repository
11/27	9:00 a.m.	Power Point to Guide the Lecture
11/28	9:00 a.m.	Site Builder
11/29	9:00 a.m.	Workshop D

## December

Date	Time	Title
12/6	11:45 a.m.	TLC Roundtable

*All Workshops will be led by TLC staff and take place in the TLC unless otherwise indicated:*

### *Descriptions: Fall 2007 Professional Development Workshops for Faculty*

**ANGEL Workshop A** will introduce the system and highlight navigation, use of tools, and best practices for organizing course content.

**ANGEL Workshop B** will cover topics including using the internal ANGEL e-mail system, calendar functions, utilizing discussion forums to foster interaction, and an announcements feature that helps keep students on track.

**ANGEL Workshop C** covers the important assessment components of the system, to include quizzes and drop-boxes.

**ANGEL Workshop D** covers the use of the gradebook, which allows faculty and students to track progress and have access to information within the ANGEL system.

**Web-Enhancing your course with Angel:** So... you've taken Angel workshop A, and now you're ready to web enhance your face-to-face class. This workshop will help you with what you can do with your Angel shell. Led by Kathleen Offenholley, Faculty Fellow

**What is a Quality Online Course?** This workshop will outline the basic elements of a quality online course, and will showcase examples of Brookdale Faculty online courses. A must for anyone who would like to improve their own online course. In addition, division chairs are encouraged to attend. If you would like your online course to be part of the showcase, please contact Kathleen Offenholley. New comers to online teaching as well as experienced online faculty are invited to submit their courses. Led by Kathleen Offenholley, Faculty Fellow

**Creating a Collaborative Department Web site with Angel:** Come see examples of how various departments have created collaborative groups within Angel. See examples of department discussions, curriculum work, document sharing, and more. No prior experience with Angel is required. Led by Kathleen Offenholley, Faculty Fellow

**Teaching a Hybrid Course with Angel:** Come share your experience teaching a hybrid course, or to learn about how hybrid courses work. This workshop will be a place for both beginners and experienced faculty to meet and discuss ideas. No prior experience with Angel is required. Led by Kathleen Offenholley, Faculty Fellow

**Camtasia:** This software allows for a multi-media experience to be captured and presented to students. Camtasia can also be used for voice over Power Point slides, and audio over screen shots for iPod delivery.

**Power Point to Guide the Lecture** will teach the basics of the Power Point program. Participants will discuss best practices for guiding the lecture with Power Point.

**Learning Object Repository (LOR)** will delve into the organization and sharing of information in the ANGEL system. Use of the LOR will help in sharing information between full and part time faculty, within departments, and across departments.

**Site Builder** is a tool to create and maintain Web pages. The workshop will cover the basic skills needed to keep your pages accurate and up to date.