

Workshops in Spring, 2005- Winter Intersession, FLEX, Spring, June Intersession

WINTER INTERSESSION

- Mac Workshops: Tom Boegel
 - Tuesday January 4
 - 10-12 - OS X Basics , Batmale 313 (TLC lab)
 - 1-3 - Word Basics, Batmale 313 (TLC lab)
 - Wednesday, January 5
 - 10-12 – PowerPoint , Batmale 313 (TLC lab)
 - 1-3 –iPhoto, Batmale 313 (TLC lab)
- Basics Boot Camp
 - Wednesday, January 5,
 - Organizing your Files 10-12, R210
 - Word Basics , R210 2-4
 - Thursday, January 6,
 - Making Better Handouts/ Quizzes in Word, R210 10-12
 - Using Images in Microsoft Word Documents 2-4
 - Friday, January 7,
 - PowerPoint, 10-12
- WebCT Day
 - Tuesday, January 11
 - WebCT: An Overview, 10:30-12, R210
 - WebCT: Setting Up Your Course, 1:30-3:30, R210

Independent FLEX: January 13, 2005

- Contribute Training I – 10-12
- Contribute Training II- 2-4

FLEX, January 14, 2005

- SPAM and Spyware – Vic Fascio
- Getting Your Accounts – Katarina Mijatovic
- What the TLC Can Do For You – Carol Reitan
- WebCT: An Overview

JANUARY

- Tuesday, January 18, 2-4 Getting Your Accounts, R210 , V. Fascio
- Wednesday, January 19, 2:30-4:30 GroupWise Web (PC or Mac), R210 , Katarina
- Friday, January 21, 1-3 Dreamweaver 101, R210 , C.Reitan
- Tuesday, January 25, 1:30-3:30 Word Basics, R210 , V. Fascio
- Wednesday, January 26, 1-3 Creating Interactive Quizzes using Hot Potatoes, R210 , C. Reitan, G. Spano
- Thursday, January 27, 1-3 EasyGrade Pro, R210 , Katarina
- Friday, January 28, 1-3 Contribute Refresher, R210 , V. Fascio, C. Reitan
- Monday, January 31, 2-4 GroupWise Windows Client (PC Only) , R210 , V. Fascio

FEBRUARY

- Wednesday, February 2, Getting Your Accounts, 2-4 pm, R210, V. Fascio
- Friday, February 4, WebCT Overview, 1:00-2:30 , R210 , C. Reitan
- Friday, February 4, EasyGrade Pro (ESL Only), 2:30-4:30 , R210 , Katarina
- Tuesday, February 8, Dreamweaver 101, 1:00-3:30, R210 , C. Reitan

- Wednesday, February 9, Word for ESL, 2-4 pm, R210, A. Hovanesian (ESL Dept.)
- Wednesday, February 9, Chinatown Campus
 - Spam and Spyware, V. Fascio
 - GroupWise Windows, V. Fascio
- Thursday, February 10, GroupWise Windows Client, 2-4, R210, V. Fascio
- Friday, February 11, Excel for ESL, 2-4, R210 , A. Hovanesian (ESL Dept.)
- Tuesday, February 15, Word Basics, 2-4, R210 , V. Fascio
- Wednesday, February 16, Training Planning Meeting with Balestreri, Vic and Carol 11-12
- Wednesday, February 16, HTML Basics, 2:30-5:30, R210 , K. Mijatovic
- Thursday, February 17, Downloading Art from the Web, 2:30-4:30, R210, Janet Carpenter (Art Department)
- Tuesday, February 22, Making Better Handouts, 2:30-4:30, R210 , Vic
- Wednesday, February 23, HTML Tables, 2:30-5:30, R210 , K. Mijatovic
- Thursday, February 24, GroupWise Web Client, 2-4, R210 , K. Mijatovic

MARCH

- Tuesday, March 1, Making Better Quizzes in Word, 2:30-4:30, R210 , V. Fascio
- Wednesday, March 2, Digital Camera/Using Digital Pictures/Images in Documents and Presentations, 2:15-4:15, R210
- Wednesday, March 2, 10-12 – Walk-through Admissions and Records, V. Fascio
- Thursday, March 3, Revising your Syllabus to Incorporate Research Skills, 1-3, R210; Bonnie Gratch-Lindauer, CCSF Librarian
- Monday, March 7, Organizing your Files, 10-12 & 2-4, R210 – Admissions and Records, Custom sessions, Fascio
- Tuesday, March 8, Basic Word, 10-12, R210 – Admissions and Records, Custom sessions, Fascio
- Wednesday, March 9, Basic Word, 10-12, R210 – Admissions and Records, Custom sessions, Fascio
- Thursday, March 10, 10-12; 2-4, GroupWise Web – R210, Admissions and Records, Custom sessions, Fascio
- Monday, March 7, Word for ESL, 3-5 pm, Room 318, MISSION CAMPUS (Armen Hovanesian)
- Tuesday, March 8, Downloading Art from the Web, (Janet Carpenter) 2:30-4:30, R210
- Wednesday, March 9, Excel for ESL, 3-5 pm, Room 318, MISSION CAMPUS (Armen Hovanesian)
- Wednesday, March 16, PowerPoint Basics, (Morris)2:15-4:15, R210
- Wednesday, March 16, Tom Boegel, CS, GroupWise Resources, 10-11 (custom training)
- Wednesday, March 23, GroupWise Web, (Katarina)2:30-4:30, R210

APRIL

- Tuesday, April 5, GroupWise 6.5, 2:30-4:00, R210
- Wednesday, April 6, GroupWise 6.5, 12:00-1:30, R210
- Wednesday, April 6, Digital Camera/Using Digital Pictures/Images in Documents and Presentations, 2-4, Room 426, DTN Campus
- Thursday, April 7, GroupWise 6.5, 2:30-4:00, R210
- Thursday, April 14, Advanced Google, 12-1, James Lim, CCSF Librarian
- Thursday, April 21, GroupWise Web, 1-3, R210
- Wednesday, April 20, PowerPoint Basics, 2-4, Room 426, DTN Campus
- Wednesday, April 27, Academic Integrity and Plagiarism , 4-5:30, R210 - CCSF Librarian, Andrea Niosi

MAY

- Tuesday, May 3, 12-1:30, WebCT Overview, R210 (C. Reitan)

- Wednesday, May 4, PhotoShop 1: Introduction to PhotoShop, 2:30-5:30, R210 - Katarina Mijatovic
- Thursday, May 5, PhotoShop 1: Introduction to PhotoShop, 2:00-5:00, R210 - Katarina Mijatovic
- Tuesday, May 10, Setting up your WebCT Course, 12-1:30, R210, C. Reitan
- Wednesday, May 11, PhotoShop 2: Buttons, Bullets, Borders, Bars, Backgrounds, Banners, 2:30-5:30, R210 - Katarina Mijatovic
- Thursday, May 12, PhotoShop 2: Buttons, Bullets, Borders, Bars, Backgrounds, Banners, 2:00-5:00, R210 - Katarina Mijatovic

JUNE INTERSESSION

Summer Intersession at CCSF

- Tuesday, May 31, iPods and iTunes 1:30-3:30, R305
- Wednesday & Thursday- June 1-2, 2005
Summer Mac Camp! All Mac sessions held in Science 261. No pre-registration necessary
 - Wed: 10:00-12:00 Introduction to OS X: The Basics
 - Wed: 2:00- 4:00 Care and Feeding of your Mac
 - Thurs: 10:00- 12:00 iPhoto
 - Thurs: 2:00 - 4:00 iMovie
- Wednesday June 1, 2005 - Create an Instructional Website using Contribute
 - 10:00-12:30 - Contribute I: Creating your Main Page (required to attend session II)
 - 2:00-4:30 - Contribute II: Adding a Page to your Site
- Thursday June 2, 2005 Contribute I and II (see above)
- Friday, June 10, 2005 Contribute I and II (see above) 9-11:30; 1-3:30.
- Wednesday and Thursday, June 15&16 Contribute I and II (see above) 2-4:30 both days
- Friday, June 3, 2005 WebCT Day
 - WebCT: An Overview - 10-11:30, R210
 - WebCT: Setting up your Course - 1:00-3:30 , R210
- Wednesday June 8, 2005 HTML for WebCT Users , 10 a.m.-12 noon, Rosenberg 210 (R210)
- Tuesday, Wednesday, Thursday, June 7-9 :Word: Theory and Practice (NOT the Basics) , R210
 - Tues: 10:00-12:00 Word: Tips and Tricks
 - Tues: 1:30- 3:30 Making YOUR Handouts More Readable
 - Wed: 1:30-3:30 Follow-up and Guided Practice
 - Thurs: 1:30-3:30 Jazzing Up your Handouts: Images, Tables, etc.