

Scheduled Workshops -Fall, 2006

12/1/2006

SUMMER INTERSESSION (AFTER JULY 1)

- **Custom training at Gough street – July**
- **Custom training for Research and Grants - July**
- Tuesday, August 8, 2006 - Computer Skills for Contribute, 1:30-4:00, R210
- Thursday, August 10, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute. Pre-registration by June 15 is required.
 - Contribute I, 9:30-12:00, R210
 - Contribute II, 1:30-4:00, R210

Independent FLEX –August 14, 2006

- Updating your Contribute Site: 10-12; R210
- EdTech Fair: 1-3:30, L313
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FLEX –August 15, 2006

- What the TLC can do for you, 1-2, L313

AUGUST

- Monday, August 14, 2006 - Update Your Contribute Site, 10-12, R210
- Monday, August 14, 2006 - EdTech Fair
- Tuesday, August 15, 2006 - CCSF FLEX Day, Check your FLEX Booklets
- Wednesday, August 16 - Your CCSF Accounts, 2-4 pm, R210
- Thursday, August 17, 2006 - GroupWise Windows , 2-4pm, R210
- Tuesday, August 22, 2006 - Contribute Update, 1:30-3:00, L313
- Wednesday, August 23, 2006 - GroupWise Web, 2:30-4:30, R210
- Monday, August 28, 2006 – WebCT Overview for the RN department
- Tuesday, August 29, 2006- Using Audacity for Digital Voice Recording, 2:30-4:00, R210
- Wednesday, August 30, 2006 - Using Audacity for Digital Voice Recording, 2:30-4:00, R210
- Thursday, August 31, 2006 -2:30-5:30, R210, PhotoShop I, Introduction to Adobe PhotoShop. Learn to touch up your own photos, optimize digital photos for the web and for use in PowerPoint. For novices.

SEPTEMBER

- Tuesday, September 5, 2006 - GroupWise Web, 1:30-3:30, R210
- Wednesday, September 6, 2006 - WebCT Overview, 1:30-3:30, R210
- Thursday, September 7, PhotoShop II, 2:30-5:30, R210
- Thursday, September 7, WebCT Follow-up for the RN Dept., 1-4 p.m., L313
- Wednesday, September 13 - WebCT: Setting Up Your Course, 1:30-3:30, R210
- Thursday, September 14, GroupWise Windows, 2-4, R210
- Friday, September 15, WebCT: Work on your Course, 1:30-3:30 p.m., R210
- Tuesday, September 19, Dreamweaver I, 1-4 p.m., R210
- Wednesday, September 20, Computer Security and You, 2-4 p.m., R210
- Thursday, September 21, GroupWise Tips and Tricks, 2-4 p.m., R210
- Contribute for the PE Dept., September 22, 8-12, R210

- Friday, Sept. 29, 1:30-4, Computer Skills for Contribute, R210

OCTOBER

- Tuesday, October 3, 2006, Custom Session, Project Website w/Contribute (WSP)
- Tuesday, October 3, 2006 - Dreamweaver II, 1-4 p.m., R210
- Thursday, October 5, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute (first half of the training)
- Contribute I - 9:30- 12, R210 (continued on October 10)
- Friday, October 6, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute. Pre-registration by Sept. 22 is required.
- Contribute I, 9:30-12:00, R210
- Contribute II, 1:30-4:00, R210
- Tuesday, October 10, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute (continuation of training begun on Oct. 5)
- Contribute II - 1:30-4:00, R210 Pre-registration by Sept. 22 is required. Participants must have taken Contribute I.
- Thursday, October 26, 2006 - Contribute Update, 1:30-3:00, L313
- Tuesday, October 3, 2006 - Dreamweaver II, 1-4 p.m., R210
- Thursday, October 5, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute (first half of the training) Contribute I - 9:30-12, R210 (continued on October 10)
- Friday, October 6, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute. Contribute I, 9:30-12:00, R210 Contribute II, 1:30-4:00, R210
- Tuesday, October 10, 2006 - Create an Instructional Webpage with the CCSF Faculty Template and Contribute (continuation of training begun on Oct. 5) Contribute II - 1:30-4:00,
- Wednesday, October 25, 2006 - Contribute Update, 1:30-3:00, L313
- Tuesday, October 31, 1:30-3:30, Excel Basics, R210

NOVEMBER

- Wednesday, Nov. 8, 2-3 p.m., R210, GroupWise Groups for the WSP staff meeting.
- Thursday, November 2, 1:30-3:00, Update your Contribute Site, L313
- Tuesday, November 7, 1:30-3:30, Excel Follow-up, R210, Bring in your own projects.
- Monday, November 13, 1:30-3:30, PowerPoint with Vic Fascio, R210
- Wednesday, November 15, 1:30-3:30, PowerPoint Follow-up, R210, Bring in your own projects

DECEMBER

- Wednesday, Dec. 6, 1:45 p.m. WSP staff – GroupWise Groups
- Monday, Dec. 11, 10:30 am – New Laptop Orientations (Business)
- Monday, Dec. 11, 2:30 p.m. – New Laptop Orientations (Business)
- Tuesday, Dec. 12, 2:30 p.m. – New Laptop Orientations (Business)