



# Information Technology eNews

This eNewsletter is produced by the Office of Planning & Information Technology for  
Administration & Academics

**August 12, 2009**

## **New Education Technology Tools**

Technology Training Services has obtained two new software tools; both can greatly enhance your face to face or online course. If you are interested in trying either of these tools contact [karen.rubinstein@morgan.edu](mailto:karen.rubinstein@morgan.edu).

- **Course Cast:** This tool enables you to synchronize PowerPoint slides, video/audio of yourself, and computer screen capture all into one neat package. Students can also take notes and access specific slides by searching on key terms. You can add the capture to Blackboard or link directly to it from any browser.
- **Adobe Connect:** This is web conferencing software that includes a white board, polling, as well as sharing of files or your computer screen. This tool may be used as a replacement to Blackboard's rather clunky "virtual classroom." For faculty teaching online, consider using Adobe Connect for virtual office hours.

## **Blackboard Update**

Courses for Fall 2009 have been added to Blackboard, and student enrollment will take place the week before classes begin and continue for two weeks. If you do not see a course you need on your welcome screen, please visit <http://morgan.blackboard.com> and complete the **Course Request Form**. We will add you to the course right away.

## **Distance Ed Update**

Fifteen faculty are currently participating in the Course Design workshop, and there's still room for more. If you would like to participate in this partially self-paced, partially online course, please contact [karen.rubinstein@morgan.edu](mailto:karen.rubinstein@morgan.edu). You can find a full description of the workshop and the forms you need to begin at: [http://www.morgan.edu/IT\\_Services/Technology\\_Training\\_Services/Online\\_Course\\_Design.html](http://www.morgan.edu/IT_Services/Technology_Training_Services/Online_Course_Design.html)

## **CAPP**

The Curriculum Advising and Program Planning (CAPP), which is a Graduation Audit and Advising program, will be available via the Web (WEBSIS) starting September 1, 2009. The program will allow faculty and students to generate degree audits automatically. It will also assist faculty in advising students more efficiently. Please contact the Office of Records and Registration for training on how to use the program.

(This is a hard copy of The Information Technology eNews. Future issues will be sent to your Morgan e-mail address.)



## University Reporting

Are you a staff member or faculty member in need of University data? APEX, the University's reporting application, may assist you in addressing your data needs. APEX is a web-based, user-friendly application that allows users to access reports 24/7 without the need for special software, equipment, or training. All data are extracted from Banner and most reports can be imported into an Excel spreadsheet. To see a demo of APEX or to learn more about how APEX works, contact Cynthia Mendoza at [Cynthia.mendoza@morgan.edu](mailto:Cynthia.mendoza@morgan.edu) or on extension 4596.

## The What and Why of Clean Access

Due to a recent State Legislative Audit, the Technical Support Department has been tasked with ensuring that Morgan State's network is secure – thus protecting our critical systems. Computers used by faculty and staff are considered a **critical system**. To address the audit concerns, the IT department deployed a new login process, using the new username format as `firstname.lastname`. This format will enable us to determine who is faculty and staff and which accounts are non-critical to our network.

The next phase of compliance is to deploy a program called Clean Access. Over the Fall 2009 semester, technicians from the IT department will be checking **each computer** on campus to ensure that the computer is running Clean Access. The purpose of Clean Access is to ensure your computer meets all security requirements for our network. Access to the University network is denied if the computer does not meet security requirements.

## Tip of the Week

**HELP when the HELP Desk is closed!** Have you ever found yourself with an *expired Morgan e-mail or network password* after business hours when the HELP desk is unavailable?

If you have set up your Profile at <http://resetmypwd.morgan.edu> with your three security questions and answers, you will be able to help yourself. At the above website, just click on Reset my Password, answer the security questions, and enter a new password (always 8 characters with one capital letter and at least one number). Haven't set up a Profile yet? Do it today and you won't be stranded later.

## Send us an e-mail and let us know where you traveled during the summer!

If you were traveling this summer, send an e-mail to [askmsu@morgan.edu](mailto:askmsu@morgan.edu) just listing your destinations. We will send out a list of locations (no names) in the next newsletter. If you have pictures to share, we can publish some of those, too, with your permission. **Here is the Morgan State University Choir in South Africa!**

