



# Information Technology eNews

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## NBC Learn Video Demonstration: October 6, 2011: 11:00 AM

If you are looking for a way to enliven your classes, introduce current events, or use real-world examples to bring subjects to life, we have a new resource for you! Morgan State is piloting an exciting new digital resource called **NBC LEARN**, a collection of videos, documents, and images that you can access and use right in Blackboard.

To join the online portion of the webinar, please visit the following website and enter the password below:

**Webex** [Click this Link](#)

**Webex Password:** aodaod

Once you are in the Webex, please dial into the conference line from any telephone or speaker phone: **Call in Number:** [877-622-9525](tel:877-622-9525)

**Participant Code:** 4403569

## Are you still receiving e-mails with a Jewel or MOAC address?

In the very near future, the Morgan e-mail service will undergo a major upgrade. If you notice that you still receive e-mails addressed to either MOAC or JEWEL addresses, please notify these senders that your correct e-mail address is [firstname.lastname@morgan.edu](mailto:firstname.lastname@morgan.edu). Jewel and MOAC mail forwarding will permanently end soon.

## MSU Campus Wireless Update

Wireless installation on the MSU campus has been ongoing since late spring and continues into the fall semester. Many campus buildings are 100% wireless: Banneker, Calloway, Carnegie, Carter Grant Wilson, Dixon, Earl S. Richardson Library, Jenkins,

McKeldin, McMechen, Spencer/Key, Student Center, and Truth. Work continues to proceed on the residence halls and other campus buildings.

To connect your portable device to a Morgan wireless network, select “MSU Wireless” from the list of available networks, and log in with the username and password to your Morgan Network Account. After 8 hours of connectivity, you will automatically be timed out of the wireless network. When this happens, refresh your browser and log back in. Remember to continuously save your work as you go to avoid permanent loss.

### **Panopto “Lecture” Capture**

Synchronize your PowerPoint presentations and/or screen capture with audio and video. Students benefit from viewing the presentation in Blackboard, searching for specific information and taking their own notes. If you would like to begin to use Panopto, please contact [karen.rubinstein@morgan.edu](mailto:karen.rubinstein@morgan.edu)

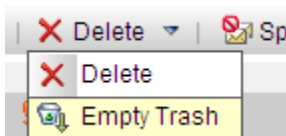
### **Look for “Online Forms” on the MSU website**

During the summer of 2011, Planning & Information Technology (P&IT) published a new webpage, titled “Online Forms.” To access this page, select the *Faculty & Staff* link on the Morgan webpage, then look for Online Forms under the Services column. One of the first published online forms is a *Transcript Request Form* for Records and Registration. Alumni and former students are able to complete a transcript request online, print the completed form, and submit with payment to Records and Registration, either by mail or in person.

Other University departments are working with P&IT to post routine University forms online to this one convenient location. The Online Forms page will be continuously updated.

### **Please “Empty Trash” in Webmail!**

We are asking Webmail users to be conscientious about storage space in the Mirapoint email system. One quick way you can help us is by deleting old, unnecessary e-mails. Click on the small square to the far left of the messages you wish to delete and then select “Delete” from the gray toolbar. This action sends the message to your Trash.



Don't forget to empty your trash too! Once you have deleted unnecessary e-mails from your inbox, just select “Empty Trash” from the down arrow menu at Delete, and this action will free up storage space on the system.

### **Adobe Connect Meeting Rooms Available:**

Adobe Connect is webinar software that enables you to meet online with students. Meeting rooms include a whiteboard, screen sharing, and document sharing. If you would like an Adobe Connect meeting room for synchronous meetings, please contact [karen.rubinstein@morgan.edu](mailto:karen.rubinstein@morgan.edu).

### **Bb Tip of the Month: Assignments**

Are you looking for an easy way for students to submit their work? Create an Assignment in Blackboard. Students need only click the assignment title and attach their work. The assignment tool automatically creates a column in the Bb Grade Center. To grade an assignment all you need to do is click on the Needs Grading area of the Grade Center. Students can check their grades in the Tools menu area, under My Grades.