## TRAINING CALENDAR

**JAN-FEB 2018** 

DATE	TIME	TECHNOLOGY	DESCRIPTION	PLACE
1/22 to 3/25	Online	WORKSHOPS SAC Online Teaching Certification	Learn the standards of best practice for the online instruction and explore the tools and technical aspects of the learning management system, Canvas.	Online
1/26	8:00 AM - 5:00 PM	Applying the QM Rubric (Face2Face)	Introduces faculty to the Quality Matters rubric and how you can apply it to online courses.	MLC712
1/29	2:30 PM - 3:30 PM	Canvas Quickie for F2F Teaching Faculty	Focuses on essential tools and requirments for faculty who teach students Face to Face.	MLC712
1/30	1:30 PM - 2:30 PM	"ACCESS"-ERIZE YOUR COURSE!	Five tips for addressing accessibility in an online course.	MLC712
1/31	10:30 AM - 11:30 AM	BioSig ID Training	BioSig-ID is the enabling technology supporting verification of identity for online students.	MLC712
2/5	10:30 AM - 11:30 AM	"ACCESS"-ERIZE YOUR COURSE!	Five tips for addressing accessibility in an online course.	MLC712
2/6	10:30 AM - 11:30 AM	Word 2016 - The Basics	For those who are new to Word and need the basics for producing professional-looking documents.	MLC712
2/7	1:00 PM - 2:00 PM	Audacity	Learn how to record and edit your own lessons with this free, open source, cross-platform audio software.	MLC712
2/8	10:00 AM - 11:00 AM	BioSig ID Training	BioSig-ID is the enabling technology supporting verification of identity for online students.	MLC712
2/13	1:30 PM - 2:30 PM	"ACCESS"-ERIZE YOUR COURSE!	Five tips for addressing accessibility in an online course.	MLC712
2/14	1:00 PM - 2:00 PM	BioSig ID Training	BioSig-ID is the enabling technology supporting verification of identity for online students.	MLC712
2/15	2:00 PM - 3:00 PM	Excel Basics	This electronic spreadsheet software program is intended for users who are new to Excel and need to learn how to manipulate, store and graph data.	MLC712
2/20	2:30 PM - 3:30 PM	Canvas Quickie for F2F Teaching Faculty	Focuses on essential tools and requirments for faculty who teach students Face to Face.	MLC712
2/21	10:00 AM - 11:00 AM	Prezi Basics	Prezi is a visual storytelling software and an alternative to traditional slide-based presentation formats.	MLC712
2/22	3:00 PM - 4:00 PM	Closed Captioned Video	Take your MediaSite Videos and learn the process for requesting Closed Captioning.	

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**\*** One of a three-step process to certification.