

Matthew Moore

From: Sharon Beynon
Sent: Friday, March 23, 2018 10:52 AM
To: Andrea Adlman; Beatriz Herrera; Bob Moskowitz; Cari Lange; Crystal Kallik; Deanna Hall; Emily Bartel; Eric Martinsen; Jeffrey Wood; Jennifer Parker; Joe Selzler; Karen Harrison; Laura Woyach; Lazaro Salinas; Marta De Jesus; Mary Jones; Michael Ward; Michelle Beard; Michelle Millea; Patricia Wendt; Paula Munoz; Peter Sezzi; Philip Clinton; Rachel Johnson; Raeann Koerner; Ralph Fernandez; Robert Lawson; Rocio Fajardo; Ronald Mules; Sandra Melton; Stacy Sloan Graham; Terry Morris; Thomas O'Connor; Will Cowen
Cc: Kimberly Hoffmans; Dan Kumpf; Jennifer Garcia; Lynn Wright; Chez Harper; Ali Olson-Pacheco; Matthew Moore
Subject: Agenda for April 26 FLEX DAY -- Time Set Aside for Dept. Meetings
Follow Up Flag: Follow up
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Hello Department Chairs,

The professional development work group has a tentative plan for the April 26, 27 flex days. We wanted to let you know in advance that there is time set aside for department meetings on Thursday morning 4/26 in case your department would like to meet. You are also welcome to schedule one of our instructional technologist for a 20 minute session during that time.

Let me know if you have questions,
Sharon Beynon
Professor of English
Ventura College

FLEX AGENDA FOR 26TH APRIL 2018

8:30-9:30: Breakfast

9:30-11:45 Departmental meetings (for departments that wish to schedule them)

During your department meeting time, departments can request a 20-minute appointment with an Instructional Technologist / Designer. Either Matthew or Ali will visit your department meeting to:

- explain our services, trainings, and availability.
- demonstrate a Canvas tool that is department specific.
- give an overview of OER resources for your department.
- discuss your department's technology training needs.

Please contact Matthew Moore by April 20th to arrange a time and specify one topic from the above or suggest a short topic to discuss. (mmoore1@vcccd.edu)

11:45-12:45 Lunch on Campus

1:00 – 2:15 Introduction to Screencasting (LRC Training Studio – LRC 136)

This interactive session will give an overview of Screencast-O-Matic, a free and easy to use screencasting tool. Participants will also create a short screen capture for a common task such as a tutorial, thematic lecture, or welcome video.

2:30 – 3:45 Seven Secrets of Canvas (LRC Training Studio – LRC 136)

Canvas has lots of features that you may not have tried yet! Today's session will reveal some very powerful tools that help you communicate with your students, jazz up your pages, grade efficiently, and provide digital student group project workspaces. This session is for online, hybrid, and on campus instructors.
