



PROFESSIONAL DEVELOPMENT WORKSHOPS

FALL FLEX 2012

To enroll please contact Dianne Freeman at 714-564-6763 or freeman_dianne@sac.edu

WORKSHOPS	DESCRIPTION	PRESENTER	DATE	TIME	LOCATION
Camtasia	Use Camtasia to develop mini-lectures, demonstrations/tutorials using screen capture/audio/video recordings with captioning	Joe Pacino	Monday August 20	9:00am to 10:30am	A-116
SharePoint open lab	First time or refresh on creating your website in the new SharePoint environment	Varied	Monday August 20	9:00am to 4:00pm	A-101
Successful Grants	Panel Discussion	Glenn Doolittle Glen Hammonds Steve Bautista Kathy Takahashi	Monday August 20	11:00am to 12:00pm	A-130
Accelerated Programs	Come and discuss how accelerated courses can benefit our students.	Dr Linda Rose	Monday August 20	1:00pm to 2:30pm	A-130
Blackboard Orientation	Learn how to use Blackboard to post your syllabus and handouts, plus more!	Cherylee Kushida	Tuesday August 21	9:00am to 11:00am	A-101
Chairs Meeting		Academic Senate	Tuesday August 21	9:00am to 11:30am	The Spot (U-102)
Emergency 101	This class is designed to help you assist your students during a fire or earthquake.	Mahany/Wooley	Tuesday August 21	11:00am to 12:00pm	A-130
Grant Writing 101	Overview of the grant process, identifying and evaluating grant opportunities, and understanding the basic components of a grant proposal and the process of development.	Sarah Santoyo	Tuesday August 21	1:00pm to 2:00pm	A-130
PA/PR Review	Come and discuss how program review enhances student success with your colleagues! We will look at the new <i>Program Review Handbook</i> and answer your questions about SLOs, the 19QT and the Department Planning Portfolio. Practical ideas for gathering data and what to do with it will also be explored.	Bonnie Jaros	Tuesday August 21	1:30pm to 3:30pm	A-214
Camtasia	Use Camtasia to develop mini-lectures, demonstrations/tutorials using screen capture/audio/video recordings with captioning	Joe Pacino	Wednesday August 22	9:00am to 10:30am	A-116
SharePoint open lab	First time or refresh on creating your website in the new	Varied	Wednesday August 22	9:00am to 11:00am	A-101

	SharePoint environment				
Senate Retreat		Academic Senate	Wednesday August 22	9:00am to 3:00pm	The Spot (U-102)
Blackboard Assessment	Create tests and surveys and use Blackboard's assignment submittal feature. (Must have attended Blackboard Orientation)	Cherylee Kushida	Wednesday August 22	1:00pm to 2:30pm	A- 101
Blackboard Gradebook	Use the Grade Center in Blackboard to have your grades available to your students 24/7. (Must have attended Blackboard Orientation)	Cherylee Kushida	Thursday August 23	9:00am to 10:30am	A -101
SharePoint open lab	First time or refresh on creating your website in the new SharePoint environment	Varied	Thursday August 23	1:00pm to 4:00pm	A-101
Blackboard Orientation	Learn how to use Blackboard to post your syllabus and handouts, plus more!	Cherylee Kushida	Thursday August 23	3:30pm to 5:30pm	A-108
Division and Department Meeting as arranged by area		Individual Depts.	Thursday August 23	TBA by Dept.	
Convocation Opening		Dr. Martinez	Friday August 24	8:00am to 8:30am	Phillips Hall Patio
Convocation Presentation		Dr. Martinez	Friday August 24	8:30am to 10:00am	Phillips Hall
Division and Department Meeting as arranged by area		Individual Depts.	Friday August 24	TBA by Dept.	
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