

Date	Subject	Audience
8/18/04	Meeting at River's Crossing with Faculty to discuss WebCT/HorizonWimba Implement. Met with RC faculty during one of their planning meetings. They are developing online masters for Occ Studies.	Faculty
8/24/04	WebCT fundamentals for Course Designers @SLC GA's Attended OISD Training	Faculty
9/3/04	Live Text Social Science Ed - rubric building meeting Meeting to take usage of LT to the next level. Adapting current assessment instruments to fit inside a livetext context.	Faculty
9/13/04	Foundations of Ed - LiveText demo Met with EFND faculty to demonstrate the capabilities of LT. Also discussed how LT and WebCT can be combined for the student's benefit.	Faculty
9/21/04	Live Text Social Science Ed - ePortfolios meeting Met again with ESOC faculty to assist in the building of their e-portfolio template for undergraduates.	Faculty
11/11/04	Erin meeting with Faculty about WebCT General session on WebCT held by Erin. Faculty and teaching assistants from several departments in the COE attended.	Faculty
12/7/04	Live Text Social Science Ed - ePortfolios meeting Assisted ESOC faculty with report generation on data from e-portfolio assessments.	Faculty
12/14/04	LiveText Demo - Exercise Science Faculty from Ex. Science are interested in using LT as a tool to capture data from students who must pass proficiency exams when they examine patients for injuries.	Faculty
12/18/04	SETWEB Student Orientation Day 65 inductees trained on the technology they will encounter in the Setweb online program. New cohort.	Students
12/21/04	SETWEB Instructor/TA Meeting Meeting to present to faculty the new developments in the Setweb course model, and technical support improvements.	Faculty
1/7/05	LiveText Demo - Special Ed Met with Special Education faculty to explore the data capturing abilities of LT and the report generation possible. NCATE questions answered.	Faculty
1/7/05	HorizonWimba Workshop General session held for all faculty on the features of Horizon Wimba.	Faculty
1/8/05	SETWEB Student Orientation Day	Students

63 inductees trained on the technology used in the Setweb Program in the spring. New cohort.

1/18/05	Meeting with Faculty about WebCT	Faculty
	General session on WebCT in hybrid and fully online courses. Conversation on maximizing online discussions.	
1/28/05	EXRS - LiveText Demo	Faculty
	Pursuing the goal of evaluating students as they work with patients and capturing that data electronically.	
2/4/05	EXRS - LiveText Demo	Faculty
	Pursuing the goal of evaluating students as they work with patients and capturing that data electronically.	
2/14/05	Lunch & Learn: LiveText	Faculty
	College-wide open house to examine the features and functionality of LT. Applicability to upcoming NCATE review central theme.	
2/15/05	Lunch & Learn: LiveText	Faculty
	College-wide open house to examine the features and functionality of LT. Applicability to upcoming NCATE review central theme.	
2/16/05	Lunch & Learn: WebCT	Faculty
	General Session on WebCT – Instructional models for online education examined and discussed.	
2/17/05	Lunch & Learn: HorizonWimba	Faculty
	General Session to explore the features and functionality of HW and its value add in fully online course environments.	
2/18/05	Lunch & Learn: HorizonWimba	Faculty
	General Session to explore the features and functionality of HW and its value add in fully online course environments.	
2/25/05	Exercise Science LiveText Demo	Faculty
	<i>Met with Exercise Science faculty to demonstrate the use of LiveText on a PDA for immediate evaluation of student performance.</i>	
2/25/05	Meeting with new WebCT instructor	Faculty
	<i>Met with a faculty member who is just beginning to use WebCT to teach them how to develop and manage their own WebCT course.</i>	
3/4/05	Exercise Science LiveText Demo	Faculty
	<i>Met with Exercise Science faculty to upload necessary software to PDAs for using LiveText and to create grading rubrics.</i>	
3/8/05	Language Education LiveText Meeting	Faculty
	<i>Met with Language Education department to demonstrate functionality of LiveText and encourage adoption.</i>	

3/11/05	LiveText Meeting about LiveText Representative Visit <i>Conducted a planning meeting to decide the topics most pertinent for the LiveText representative to teach on and share with faculty.</i>	Faculty
3/22/05	LiveText Exercise Science PDA Test for examination <i>Met in class to conduct a test run of LiveText on PDAs to evaluate students as they perform on in-class physical assessments.</i>	Faculty
3/23/05	Livertext representative Katie Kalmus here <i>LiveText representative holds open lunch session for all interested faculty.</i>	Faculty
3/24/05	Livertext representative Katie Kalmus here <i>LiveText representative holds open lunch session for all interested faculty.</i>	Faculty
4/5/05	Language Ed LiveText Demo <i>Met with language education faculty to discuss LiveText use specific to their department and subgroups within the department.</i>	Faculty
4/8/05	Open hours Sandbox lab <i>Publicized open hours for students to come ask experts questions about technology or receive help specific to their technology oriented assignments.</i>	Students
4/14/05	LiveText talk with Kitty Everitt SPED 2000 <i>Met with Dr. Everitt of Special Education about potential for implementing LiveText to newcomers to the COE through the college-wide required SPED 2000 course.</i>	Faculty
4/15/05	Open hours Sandbox lab <i>Publicized open hours for students to come ask experts questions about technology or receive help specific to their technology oriented assignments.</i>	Students
4/18/05	EDEC 4020 LiveText Workshop <i>Met with Early Childhood Education class to demonstrate use of LiveText and answer questions about student's work in LiveText.</i>	Students
4/20/05	Meeting with SETWEB instructor <i>Met with a new Special Education SetWeb instructor to familiarize them with WebCT and LiveText and to begin development of their online course.</i>	Faculty
4/22/05	Open hours Sandbox lab <i>Publicized open hours for students to come ask experts questions about technology or receive help specific to their technology oriented assignments.</i>	Students
4/26/05	LiveText Meeting with EDMS 5040	Faculty

	<i>Met with Middle School education faculty member about developing a LiveText project assignment.</i>	
4/27/05	LiveText meeting with ESOC class	Students
	<i>Met with graduate Social Studies Education class about sharing e-portfolios with guest accounts for portfolio grading purposes.</i>	
4/28/05	OISD LiveText Demo for DEIG	Faculty
	<i>Met with faculty from around the campus to give a presentation on LiveText and how it is being used in the College of Education.</i>	
4/29/05	Open hours Sandbox lab	Students
	<i>Publicized open hours for students to come ask experts questions about technology or receive help specific to their technology oriented assignments.</i>	
5/14/05	SETWEB Student Orientation Day	Students
	<i>Students in an all online distance education program meet physically on campus for introduction to the program and instruction on how to use required technology such as WebCT, HorizonWimba, and LiveText.</i>	
5/17/05	Training of New LiveText graduate student	Faculty
	<i>Met with new OIT graduate assistant to begin training as a LiveText support assistant.</i>	
5/21/05	SETWEB Student Orientation Day	Student
	<i>Students in an all online distance education program meet physically on campus for introduction to the program and instruction on how to use required technology such as WebCT, HorizonWimba, and LiveText.</i>	
6/3/05	WebCT Training with new instructor	Faculty
	<i>Met with a faculty member who is just beginning to use WebCT to teach them how to develop and manage their own WebCT course.</i>	
6/9/05	Job Training for new SETWEB graduate student	Faculty
	<i>Met with new OIT graduate assistant to begin training as the SetWeb technology support person.</i>	
6/9/05	Meeting with Special Ed Dr. Langone, Davis, Bender, and Ayres about SETWEB	Faculty
	<i>Met with SetWeb faculty to discuss technology oriented issues of consistency of online course format throughout the program in WebCT, HorizonWimba, and LiveText.</i>	
6/9/05	SETWEB meeting with Dr. Nealy	Faculty
	<i>Met with SetWeb faculty member to develop WebCT online course.</i>	
6/24/05	LiveText planning meeting with SETWEB faculty	Faculty
	<i>Met with SetWeb faculty to discuss implementation of LiveText use throughout their program.</i>	

7/15/05	LiveText Meeting with Dr. Bender about grading student work <i>Met with Special Education faculty member about best practices for grading student work in LiveText.</i>	Faculty
7/25/05	LiveText meeting: Allexaht-Snider & TAs of Elementary Education Department <i>Met with Elementary Education Department faculty and teaching assistants about implementing LiveText in their courses for Fall 2005.</i>	Faculty
8/2/05	LiveText meeting: Bryan McCullick of PE Dept. <i>Met with the head of the Physical Education department to discuss use of LiveText for assessment and accreditation purposes.</i>	Faculty
8/2/05	LiveText meeting with Dr. Bender of SETWEB <i>Met with Special Education faculty member about complications with grading some students work in LiveText.</i>	Faculty
8/4/05	LiveText training for EDMS <i>Met with Middle School Education faculty to develop department wide requirements for LiveText use.</i>	Faculty
8/9/05	LiveText Training with EDMS <i>Met with Middle School Education faculty to design department wide projects and assessments in LiveText and to train faculty in how to use LiveText for assignment development and data collection for accreditation.</i>	Faculty
8/11/05	LiveText Training with Christine Mallozzi of READ <i>Met with Reading Education Teaching Assistant to help design LiveText projects for her course.</i>	Faculty
8/15/05	WebCT orientation with Dr. Greene and Dr. Eaves <i>Met with SetWeb faculty to develop WebCT online courses and LiveText assignments.</i>	Faculty
8/16/05	EDMS 5030 LiveText Planning Meeting <i>Met with faculty from both sections of EDMS 5030 to develop a LiveText component to the class which is the same for both sections.</i>	Faculty
8/18/05	In Class LiveText Training for Christine Mallozzi's Class <i>Met with Reading Education Instructor's class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.</i>	Students
8/19/05	LiveText meeting with John Hoge <i>Met with Math Education faculty member to plan LiveText assignments for his Math Education class.</i>	Faculty
8/23/05	EDMS 5020 in class LiveText Student Training	Students

Met with Middle School Education class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

8/23/05 LiveText Cluster F in Class Training Session Students

Met with students from a cluster group who will be using LiveText in all their clustered classes to help them create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

8/24/05 EDMS 5030 in class LiveText Student Training Students

Met with Middle School Education class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

8/26/05 LiveText meeting with Todd Hawley of ESOC 2450 Faculty

Met with Social Studies Education Teaching Assistant to demonstrate discussion board feature of LiveText.

8/30/05 LiveText Training: Steve Havick of Social Studies Faculty

Met with Social Studies Education Teaching Assistant to demonstrate LiveText functionality and grading features.

8/30/05 LiveText in class Training for Ayers SPED 3040 students Students

Met with Special Education Instructor's class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

9/1/05 LiveText in class presentation Dr. Olive EMAT Students

Met with Math Education Instructor's class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

9/1/05 LiveText in class meeting with ESOC 2450 Mark Evans Students

Met with Social Science Education Instructor's class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.

9/1/05 LiveText Planning Meeting EDMS 5030 Faculty

Met with Middle School Education faculty members for more detailed training on LiveText functions and to debrief from in-class training with their students.

9/6/05 LiveText in class training on ePortfolios for Dr. Smagorinski's class Students

Met with Language Education class to help students create LiveText accounts and demonstrate to them how to create e-portfolios in LiveText.

9/7/05 LiveText In-Class Training for Dr. Barker's Class Students

Met with graduate Counseling class to help students create LiveText accounts.

9/8/05	Melanie Hooper- assistance with WebCT design <i>Met with a faculty member to teach them how to develop and manage their own WebCT course.</i>	Faculty
9/12/05	LiveText meeting with EDMS 5030 for Lesson Plan creation <i>Met with Middle School Education Faculty to develop a LiveText lesson plan template specific to their class needs.</i>	Faculty
9/13/05	LiveText meeting with EDMS 5020 for Lesson Plan creation <i>Met with Middle School Education Faculty to develop a LiveText lesson plan template specific to their class needs.</i>	Faculty
9/16/05	LiveText demo meeting with Dr. Oliver of Science Education <i>Met with Science Education faculty member to demonstrate LiveText functionality and brainstorm appropriate LiveText assignments for his classes.</i>	Faculty
9/19/05	LiveText in Class Presentation @ Cedar Shoals High School for Dr. Oliver ESCI 4450 <i>Met with Science education graduate and undergraduate class offsite at a local high school to help students create LiveText accounts and explore functionality and application of LiveText in their field.</i>	Students
9/20/05	LiveText Planning Meeting with Dr. Oliver <i>Met with Science Education faculty member to create LiveText assignments for his classes.</i>	Faculty
9/22/05	LiveText Meeting with Dr. Bender <i>Met with Dr. Bender to discuss benefits of using both LiveText and WebCT for a distance learning special education class.</i>	Faculty
9/27/05	LiveText In-Class Training with Dr. Hoge's class <i>Met with Math Education class to help students create LiveText accounts and demonstrate to them how to create and complete their required assignments in LiveText.</i>	Students
9/28/05	LiveText meeting for SetWeb: Dr. Greene & Patton on SPED 7230 module <i>Met with Special Education SetWeb faculty to introduce them to LiveText and develop appropriate LiveText assignments.</i>	Faculty
10/4/05	LiveText In Class Training for ESOC 4400 <i>Provided in-class demonstration for Dr. Hoge's class on using sharing and assessment functions in LiveText.</i>	Students
10/4/05	LiveText Social Studies Department Meeting with Dr. Dinkelman	Faculty

Met with Social Studies Department head to plan and discuss using LiveText for evaluating student teachers in the field and capturing data in LiveText about department's training of teachers in the field.

10/5/05 LiveText issues meeting with Dr. Bender Faculty

Met with Dr. Bender to discuss appropriate sharing functions in LiveText for graduate special education class.

10/6/05 LiveText Social Studies Department Meeting w/Dr. Dinkelman Faculty

Met with Dr. Dinkelman to discuss using LiveText for mid-semester and end of semester evaluations for student teachers in social studies education.

10/7/05 COE Classroom Tech Upgrades Meeting Faculty

Met with all interested faculty to present possible college wide technology upgrades and to get feedback from faculty about upgrades.

10/7/05 LiveText in-class Meeting with Counseling Class Students

Met with graduate counseling class to offer demonstration of document creation and implementation in LiveText.

10/10/05 LiveText Meeting with Linda Hekoglu of Social Studies for Planning Faculty

Met with Instructor to plan in-class demonstration of LiveText for two undergraduate social studies education classes.

10/11/05 LiveText Meeting with John Langone about Special Education LiveText Use Faculty

Met with Special Education department head regarding implementation of LiveText across and about designing a template for his graduate special education class.

10/26/05 Dreamweaver Workshop with Dr. Barker's class Students

Met with graduate Counseling class to help students learn to use Dreamweaver for creating counseling intervention websites.

11/1/05 LiveText Planning Meeting with Linda Hekimoglu of Social Studies Department Faculty

Met with Instructor to plan in-class demonstration of LiveText for two undergraduate social studies education classes.

11/2/05 LiveText in class presentation for ESOC 3420 Linda Hekimoglu Students

Met with two undergraduate social studies education classes to demonstrate sharing, document creation, and streaming video in LiveText.

11/9/05 Web Development Workshop for Dr. Barker's Counseling Class Students

Met with graduate Counseling class for further training on Dreamweaver to aide in the creation of student's counseling intervention websites.

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| 11/21/05 | Tech Time: WebCT 4.1 Upgrade | Faculty |
| | <i>Met with faculty members to explain new features of WebCT upgrade and address concerns about the upgrade process.</i> | |
| 11/22/05 | LiveText In Class Meeting for ELAN portfolio building | Faculty |
| | <i>Met with ELAN undergraduate class to demonstrate portfolio, attachment, and streaming video capabilities in LiveText.</i> | |
| 11/22/05 | Tech Time: WebCT 4.1 Upgrade | Faculty |
| | <i>Met with faculty members to explain new features of WebCT upgrade and address concerns about the upgrade process.</i> | |