

# ITS-Educational Technology—Schedule of Free<sup>©</sup> Computer Workshops

## October, 2008

Visit our  
**Technology 'n' Training**  
website and click on any work-  
shop title to see a description:

[www.uni.edu/its/et/tnt](http://www.uni.edu/its/et/tnt)

**Reservations are required.**

*Call 273-2309 to make a reservation  
or for further information.*

Most workshops assume *some* prior  
knowledge of computers, and pertain  
to both Macintosh and Windows  
computers.

### Where?

Unless otherwise noted, workshops  
are held in the ITS-ET training lab  
located in 138 **ITTC** (Innovative  
Teaching and Technology Center—  
the former East Gym). Watch for  
signs directing you to the correct  
room.

*Be sure to watch UNOnline or My  
Universe News for announcements  
of changes and special workshops!*

Monday	Tuesday	Wednesday	Thursday	Friday
		1 9-10:50 OneNote  1-2:50 Google Tools	2  12:30-2:20 Creating Web Pages 3*	3
6 9-10:50 Creating Web Pages 1  1-2:50 Word 1	7  12:30-2:20 Word 3*	8 9-10:50 Creating Digital Images  1-2:50 Word 2*	9  12:30-2:20 Creating Materials for the Web*	10
13 9-10:50 Creating Web Pages 2*  1-2:50 Excel 1	14  12:30-2:20 Powerpoint 1	15 9-10:50 Creating Web Pages 3*  1-2:50 Excel 2*	16  12:30-2:20 Intro to Dreamweaver*	17 9-10:50 Electronic Portfolio (for students)
20 9-10:50 Creating Materials for the Web*  1-2:50 Word 3*	21  12:30-2:20 Powerpoint 2*	22 9-10:50 Intro to Dreamweaver*  1-2:50 Powerpoint 1	23  12:30-2:20 Intro to Fireworks*	24 8:30-Noon <b>WebCT / Blackboard (Faculty only)</b> I: Setting Up Your Course
27 9-10:50 Intro to Fireworks *  1-2:50 Powerpoint 2*	28  12:30-2:20 OneNote	29 9-10:50 Google Tools  1-2:50 OneNote	30  12:30-2:20 Google Tools	31 8:30-Noon <b>WebCT / Blackboard (Faculty only)</b> II: Communication Tools*

### **\*Workshops with an asterisk have prerequisites—be sure to ask!**

© ITS-ET's workshops are free for all currently enrolled students, staff, and faculty of the University of Northern Iowa. Others may attend for a modest fee; please call the Educational Technology office, 273-2309, for further information.

**Many of these workshops may also be taken for undergraduate credit.**

**Please visit our website or call 273-2309 for details.**