

Meet the New DE Director: Scott Herd

Scott's career has focused on education and training, with emphasis in technology-enhanced learning, program development, business partnerships, and community outreach. Before joining higher education, he held leadership positions in companies such as Wicat Systems, Allen Communication, and Shipley Associates. His instructional design and development work has earned a number of awards, including the Cindy Gold.



As Continuing Education Director at SLCC, he developed the first associate degree that could be earned entirely online, and he conceptualized and organized Valley Television, which brought together Salt Lake County municipalities into a government and higher education cable-channel alliance. He was a key contributor to the college's receipt of the National Chairman's Award for Outstanding College Partnerships.

In the coming year, Scott plans to organize DE to be an even better institutional resource and a partner to the various schools, to strongly support faculty development for technology enhanced teaching, to put out the e-learning welcome mat to potential corporate partners, and to implement practices that lead to continuous quality improvement.



WebCT Tip of the Day: The Course Menu

The WebCT *Course Menu* is the primary method of navigating through online course content.

- ☆ **Collapse or Expand the Course Menu** by clicking the green arrow next to the title (**Figure 1**).
- ☆ **Add links** to tools or content to the Course Menu through the **Control Panel** and by choosing **Add Page or Tool**.

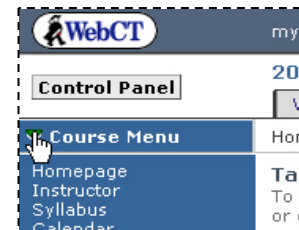


Figure 1 Collapse or expand the Control Panel.

- ☆ **Edit, rename, or remove links** from the Course Menu by going to the **Control Panel** and, under **Course Settings**, clicking **Edit Course Menu**. Select links on the left, and use the options in the Actions menu on the right to modify those links (**Figure 2**).

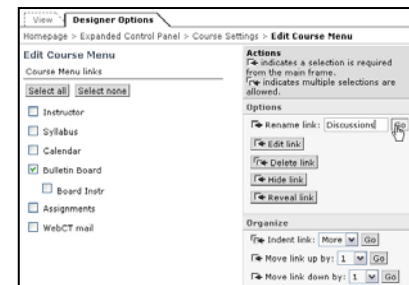


Figure 2 Modify links in *Edit Course Menu*

This Month's Workshops and Trainings

Title	Date	Time	Place
WebCT Quizzes	2/7	3-4pm	CS615B
Quizzes with Respondus	2/7	4-5pm	CS615B
WebCT Assignment Tools	2/14	3-4pm	CS615B
WebCT Easier with PowerTools	2/15	12-1pm	CS615B
Acrobat PDFs	2/22	12-1pm	CS633
Presentations with PowerPoint	2/28	3-4pm	CS615B
PowerPoint Design	2/28	4-5pm	CS615B

To sign up for these workshops and more, visit our website:
www.uvsc.edu/disted/tetc/workshops

Drop By the TETC in CS633

We offer an open-access curriculum development technology lab for all UVSC faculty. Our normal hours are 10am-4pm, M-F. You can drop in and use the equipment, or **make an appointment to receive some one-on-one training and help**. We've got slide, print, and document scanners, audio/video equipment, a DVD←→VHS converter, and more!

Did You Know?

Instructional activities should be varied every twenty minutes, and designed to encourage interaction among the instructor, students, and the content.

On Topic...

Wagner, Ellen D. (1995). Distance Education. *Adults Learning*. Vol. 7 Issue 1, 18-21.

Meyen, Edward L.; Lian, Cindy H.T. (1997). Teaching online courses. *Focus on Autism & Other Developmental Disabilities*, Vol. 12 Issue 3, 166-175.



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