May 2011

Going “Green” With Motion-Sensing Power Strips

In our continuing effort to “Go Green” and conserve energy on both campuses, our facilities department obtained new energy-saving power strips free of charge from Southern California Edison. These power strips have an “occupancy sensor” much like the room light sensors in most classrooms and offices. The sensor, after a period of inactivity, will turn off anything plugged into it except the computer tower.

For example, you have a computer, monitor, scanner, calculator, and a light plugged into the power strip. If the sensor on your desk does not detect motion for 30 minutes OR your computer monitor goes into power-save mode, every-thing BUT the computer tower will turn off. When the sensor detects motion in the room, everything will turn back on. Each power strip we install can save the District money on our Edison bill by reducing the consumption of electricity in our offices. With the budget issues currently facing California, every dollar counts!

We are planning to install these strips over the next several weeks. If you would like more information, go to www.californiaenergyefficientprogram.com/products

We Want Your Feedback!

Starting last month, Computer Support added a link in the body of the emails you receive from our helpdesk system when your work order is completed (Subject line: ID#### Workorder Completed). This link will take you to a brief survey where you can provide feedback on the quality of service you received from our technician. The survey will help us evaluate our response time, quality of service, and customer service skills. Please take a moment each time you receive the email to complete the survey and help us continually improve the level of service and support we provide. The survey is anonymous and we would appreciate your honest feedback. In addition to the survey, if you ever have a concern with the level of support you receive from a member of the Information Technology team (Computer Support, Audio Visual, MIS, Online Services), please contact Jim Temple so we can address and resolve the concern as soon as possible.

Student Technology Workshops

Last year, the Information Technology Department, in partnership with Student Development, launched a “Brown Bag” Student Technology Workshop series. This series, offered in the ASG Computer lab, provides students with a 30-minute presentation on popular technology topics. To date, we have offered workshops on Blackboard, Powerpoint, creating charts in Excel, formatting your Word document in APA, Spam and Spyware (fill in the rest). While the attendance has been lower than we anticipated, the students who have attended seemed to enjoy the sessions.

We are in the preplanning process for the fall and would appreciate any suggestions for topics we should cover. We also plan to create self-paced tutorials on the topics covered in the workshops and make them accessible to the students.
Using your iPod as a storage device:
Did you know that you can use your iPod to store and transfer data files?
1. Connect your iPod to your computer
2. From iTunes, select the iPod
3. Click the “Summary” tab
4. Select “Enable Disk Use”
5. The iPod should now show as an available drive on your computer.
For further information & instructions, go to http://support.apple.com/kb/ht1478

Setting up your smart phone for email:
Learn every detail you’d like to know with in-depth topics including device hardware and applications, personal mail (ISP and POP) set-up, managing contacts and calendar appointments, etc. for Google/HTC phones and BlackBerry phones.

Technology Tips And Tricks

Accessible Technology
By Scott McAfee
When we think of accessible technology and design, we often think of students who use wheelchairs, who are blind, deaf or are otherwise disabled. But did you know that most assistive technology and design is also beneficial to those who are not disabled? For example, the biggest category of people who use curb cuts are not wheelchair users; they are new parents pushing strollers along the street. Next up on that list are cyclists, and after cyclists are shopping cart pushers. Just as curb cuts serve many needs, the same can be said of captioning technology. Captions are now utilized in gyms so people can “read” the news being broadcast on the television while they exercise. Elevators, electronic doors, audio books, and speech-2-text technology, like the Livescribe Pen, are all useful tools to both the disabled and able-bodied populations.
Keep watching this column over the next few months for updates on dual-purpose assistive technology being implemented at College of the Canyons that benefits the entire student population, including able-bodied and disabled students.

What Is Acceptable Computer Use?
College of the Canyons has a Board Policy and Administrative Procedure on the Acceptable Use of Computers by faculty, staff and administrators. Labeled Policy 815, and adopted December 4, 2002, it outlines the dos and don’ts of computer use by District employees. The Policy itself is very succinct, but the Administrative Procedure provides detailed responsibilities we all must follow to be conscientious “cyber” citizens.
To prevent getting “ticketed” by the “cyber police” (aka Jim), please review the policy at http://www.canyons.edu/info/BoardPolicies/800/BP_815.pdf
Remember, if you ever have any questions, like “should I send this email, can I share this video, etc.”, please call the Help Desk. We are here to help.