EMPLOYEE NEWS & INFORMATION

APRIL 2018

INFORMATION TECHNOLOGY SERVICES
ST. CLOUD STATE UNIVERSITY

http://www.stcloudstate.edu/its

Information Technology Services' series of monthly emails to all employees aimed at improving communications with campus about tips, information, technology updates and services offered in ITS.

ITS Newsletter Archives

As we begin our second year of our monthly ITS Employee News & Information publications, we are excited to announce that you can locate all previous newsletters on our Newsletters webpage.

We look forward to keeping you updated on IT happenings!

D2L BrightSpace Course Shells

Faculty and instructors can request D2L Brightspace course shells for summer and fall semesters. Please log in to the Faculty Course Request using your StarID and password, and select the appropriate term to request your courses. Students will be populated into D2L Brightspace summer semester courses beginning Monday, April 30th, and fall semester population will begin approximately Monday, August 6th. If you have any questions, please email D2L@stcloudstate.edu.

IT Project Prioritization

As announced last fall, Information Technology Services (ITS) has been designing a new technology solution request process to secure technical resolutions in a more timely, efficient and strategic manner and provide increased communications back to requestors. To ensure IT initiatives are aligned with University priorities, the ITS leadership team has been working with University Vice Presidents.

To increase communications with the campus community, a Projects webpage has been created to show the IT projects that are currently being worked on that have been reviewed, approved and prioritized by the Vice Presidents.

If you have any questions on any of the project below, please contact the ITS Project Management Office by email at PMO@stcloudstate.edu.

Electronic Classroom Updates: VCR Removal

Faculty were notified during spring semester of 2017 that VCR units were being phased out of electronic classrooms over a two-year period. At this time, these units have been removed from Riverview and the Education Building. In collaboration with faculty and administration, it was determined to move forward with removing most VCR and DVD/VHS combination units in the following buildings this summer: Engineering and Computing Center, Robert Wick Science Building and annex, Brown Hall and Headley Hall.

As a reminder, the Event Management System (EMS) will be updated as changes are made and there are several individuals available on campus to provide guidance on moving to online media:

- Rachel Wexelbaum or Jo Flanders, University Library
  - Locating content in DVD or streaming video, or seeking permissions for digitization
- Tom Hergert or Plamen Miltenoff, InforMedia Services
  - Advising on best practices for digitization, and uploading media to Kaltura MediaSpace in D2L
- Greg Jorgensen or Sara Grachek, ITS – Academic Technologies Team
  - Captioning of Materials
- Sam P. Johnson, ITS – HuskyTech/E-Classroom
  - Special equipment requests and questions about media players on campus

IT Security Tip

Keep your valuables safe, including your technology devices. Do not leave items such as your laptop, phone or backpack unattended on or off campus and do not leave them where they are visible in a vehicle, even if it's locked.

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