

# Professional Development and Training: Fall 2009

eLearning and Instructional Support (eLIS) is pleased to announce our workshop and seminar series for the Fall 2009 semester. For more information and for updated events for our online and face-to-face offerings, please visit our website at <http://www.lesley.edu/elis> or contact eLIS at 617-349-8960.

## Consultations

Our designers and trainer are available to meet with you individually and with small groups on specific needs and interests. Please contact us today to set up a time!

### EMAIL

eLIS@lesley.edu

### PHONE

617-349-8960

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## Online Courses & Seminars

### *A Taste of eLearning: An Adventure in Online Learning*

(2 Weeks, 2-4 hrs/wk)

September 21 - October 4  
November 30 - December 13  
April 5 - April 18, 2010

Please contact Barbara Chervin at [bchervin@lesley.edu](mailto:bchervin@lesley.edu) to enroll in the course

### *Online Course Development Seminar (4 weeks, 6-8 hrs/wk)*

October 5 - November 1  
February 1 - February 28, 2010  
May 31 - June 27, 2010

Please contact Kristen Bourgault at [kbourgau@lesley.edu](mailto:kbourgau@lesley.edu) to enroll

### *Teaching Online Seminar*

(2 Weeks, 4-6 hrs/wk)

November 9 - November 22  
January 11 - January 24, 2010  
March 15 - March 28, 2010  
May 17 - May 30, 2010

Please contact Kristen Bourgault at [kbourgau@lesley.edu](mailto:kbourgau@lesley.edu) to enroll

### *Hybrid Course Development Seminar*

(Online with 1 synchronous meeting  
5 Weeks, 6-8 hrs/wk)

September 28 - October 25  
February 1 - February 28, 2010  
May 31 - June 27, 2010

Please contact Janet Houser at [jhouser@lesley.edu](mailto:jhouser@lesley.edu) to enroll

### *Teaching Hybrid Courses*

(Online with 1 synchronous meeting  
2 Weeks, 2-4 hrs/wk)

November 9 - November 22  
January 11 - January 24, 2010  
March 15 - March 28, 2010  
May 17 - May 30, 2010

Please contact Janet Houser at [jhouser@lesley.edu](mailto:jhouser@lesley.edu) to enroll

### *myLesley 101 Skills Development Online Course*

(Ongoing self-paced course)

Please contact eLIS at [eLIS@lesley.edu](mailto:eLIS@lesley.edu) to enroll in the course

### *Introduction to Podcasting*

(2 Weeks, 2-4 hrs/wk)

October 5 - October 18

Please contact Kristina McElroy at [kmcelro3@lesley.edu](mailto:kmcelro3@lesley.edu) to enroll

### *Exploring Blogs as an Instructional and Scholarly Tool*

(Self-paced online module)

Please contact Kristen Bourgault at [kbourgau@lesley.edu](mailto:kbourgau@lesley.edu) to enroll

## Face-to-Face Offerings

### Brown-Bag Lunch & Learns

#### *Transition and Transformation:*

#### *One Faculty's First Experience Designing & Teaching Online,*

with Susan McFarland & Kristen Bourgault

September 30  
12:30pm - 2:00pm  
Library 403

#### *Introducing Lesley's Online Digital Resources Collection,*

with Danielle Powell & Rebecca Petersen

October 14  
12:30pm - 2:00pm  
Univ 3-101

## Web 2.0

### *Wiki Workshop*

September 28  
10:30am - 12:00pm  
Univ 3-101

November 16  
10:30am - 12:00pm  
Univ 3-101

### *Create, Customize and Collaborate:*

### *Using online tools for digital drawing, painting and editing*

October 27  
2:45pm - 4:00pm  
Univ 3-098

**Microsoft Office Workshops**

*Using Microsoft Excel 2003 Data Menu Commands*

September 21  
1:00pm - 3:00pm  
Library 403

*Adding Narration to Your Microsoft PowerPoint 2003 Presentation*

October 23  
10:00am - 11:30am  
Library 403

*Using Microsoft Word 2003 Reviewing Tools*

October 29  
12:00pm - 1:30pm  
Library 403

*Using Microsoft Office 2003 Drawing Tools*

December 4  
10:00am - 11:30am  
Library 403

**myLesley**

*Introduction to myLesley*

September 16  
12:30pm - 2:00pm  
Library 403

September 25  
12:30pm - 2:00pm  
Library 403

*myLesley Office Hours*

September 18  
12:30pm - 2:00pm  
Univ 3-084

October 2  
11:00am - 12:30pm  
Wolf 204

October 21  
12:30pm - 2:00pm  
Univ 3-084

November 4  
2:00pm - 4:00pm  
Sherrill Hall Rm 1A

December 2  
11:00am - 12:30pm  
Univ 3-101

*myLesley Assignment Tool Basics*

October 5  
1:00pm - 2:00pm  
Library 403

*Customize Your Course*

October 7  
11:30am - 12:30pm  
Library 403

**myLesley (cont.)**

*Discussion Board Basics*

October 16  
11:30am - 12:30pm  
Univ 3-098

*Reduce, Reuse and Recycle: Best practices in copying and reusing course content*

December 3  
12:00pm - 1:00pm  
Library 403

## Register Today!

Registration is required and can be done by emailing **eLIS@lesley.edu** or calling **617-349-8960**. Please include your name, program, email, day-time phone number and the event you would like to enroll in. Schedule is subject to change.

For complete workshop descriptions and updates to this schedule, go to: [www.lesley.edu/elis](http://www.lesley.edu/elis)

Don't see something you are interested in? Request a custom workshop by filling out our training request form at [http://www.lesley.edu/elis/training\\_form.html](http://www.lesley.edu/elis/training_form.html)

## Additional Resources

### Animated Online Tutorials in Atomic Learning

All Lesley faculty, staff and students have access to Atomic Learning, an online training site. Atomic Learning is available through the myLesley learning portal. Please visit <http://www.lesley.edu/elis/atomiclearning.html> for more information.

### eLIS Blog

<http://www.elis-lesley.blogspot.com/>

Featuring the latest in eLearning and teaching with technology with articles ranging from reviews of sites to spotlights on courses and faculty work.