September Features...

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Friendly Reminder for All New Faculty

All new faculty, full-time and adjunct, should be sure they have sent their original transcripts to the Office of Academic Affairs. Please email questions to the VPAA Administrative Assistant at khumphri11@su.edu.

Join a Faculty Committee

Committees are great professional development opportunities for junior faculty and graduate students.

Meetings are held monthly in Smith 318 and remotely via Zoom, and are planned to accommodate as many schedules as possible. Please invite your graduate students who may be interested in joining.

Click the button below for descriptions of each committee and to sign up. Please email questions to Ginny Armagh at varmagh@su.edu.
Looking for Workshops or Events?
CTLT workshops are open to all faculty, staff, course TAs, and graduate students. Workshops are available remotely via Zoom and by individual appointment. Please bring your laptop to all technology training sessions. To confirm the location or time of a workshop, please visit the Faculty Training Calendar.

Upcoming Workshops

Basic Training
*Open to faculty, staff, and course TAs who are interested in learning basic Canvas functionality.*

Canvas 101.
In this intro to Canvas we will cover the basics of customizing your Canvas course, adding course content, building your syllabus, and creating/grading assignments. Led by Robin Brugger.

- 9/7, 1-2 p.m.
- 9/13, 11 a.m. to noon

Panopto 101.
Designed for new users and beginners who would like to learn how to use the Panopto software to record lectures. Led by Robin Brugger.

- 9/6, 10:30 to 11:30 a.m.
- 9/14, 11 a.m. to noon

Advanced Canvas Functions
*For those who are ready for the next step in Canvas training.*

Canvas: Tests and Quizzes for Faculty.
Learn how to create, deploy, and grade quizzes and tests in Canvas. RSVP Here. Led by George Hoffman.

- 9/8, 10 to 11 a.m.
- 9/11, 2:30 to 3:30 p.m.
Creating assignments, Turnitin, assignment groups, weighting grades, how your gradebook works. RSVP Here. Led by George Hoffman.

- 9/18, 2:30 to 3:30 p.m.
- 9/19, 11 a.m. to noon

**All Around**

_Open to any level of technical skill, any topic, any discipline._

**Drop-In Sessions.**

No registration is needed for drop-in sessions. Come for any portion of the time. Drop-In Sessions can be made available to Scholar Plaza and ICPH remotely upon request. Led by George Hoffman.

- 9/5, 11 a.m. to noon
- 9/7, 2:30 to 3:30 p.m.
- 9/14, 3 to 4 p.m.

If you have questions about any CTLT workshop, would like to schedule an individual session, or have a topic you would like to suggest, please email Ginny Armagh at varmagh@su.edu.

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**Advising and Grading Resources**

The [Advising Handbook](#) is updated throughout the semester as new information is made available. You can find the current Advising Handbook in the [Advising and Grading Section](#) of the CTLT Resource Repository. Before meeting with your advisees, please refer to the current Advising Handbook to ensure you are up-to-date on the latest Shenandoah advising information. Email varmagh@su.edu with questions.

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**New! Online Searchable Catalogs and Academic Calendar Updates**

*From The Registrar's Office*
The 2017-2018 Academic Catalogs are now published on the SU website and can be accessed by searching for "catalog" or by using the link at the bottom of the homepage.

This year, we have moved to a digital format which is designed to be easy to use. A training session for the new catalog interface - Registrar 101 - will be coming soon. For more information, contact the registrar's office.

Calendar
The Google University Academic Calendar has been updated and can be added to calendar views by faculty and staff. The calendar this year also includes indications of some religious holidays that could potentially cause student absences.

Clips and Spark Demonstration
Lunch & Learn on Sept 11, 12-1 p.m.

Drs. Karrin Lukacs and Kelley Crowley will wow us with the ease with which the (free!) Apple Clips app and (free!) Adobe Spark can be used to create videos and websites. These tools are perfect for student projects on the iPad. To be held in Smith 318 from 12 to 1 p.m. Pizza will be served. Bring your drink of choice.

A Help File is now available! Visit the CTLT Resource Repository >> Video and PodCasting. Email questions to varmagh@su.edu.

Intercultural Understanding Workshop
Sept 27, 3-5 p.m.

An Intercultural Understanding Workshop for Faculty will be held on September 27, 3-5 PM, in Smith Library 318 or remotely via Zoom. All faculty are invited to attend. Light refreshments will be served. RSVP below.

As members of the Shenandoah community, it is vital that we contribute to a
A culturally inclusive campus environment. This workshop is designed to meet the needs of all faculty, and will introduce participants to intercultural concepts and tools. Participants will understand layers of culture, self reflect on their own perceptions and assumptions, and leave with resources they can implement into their work. Please direct questions to varmagh@su.edu.

Wanted: One Great Theme Song
Real World Experience with a Cash Prize!

In cooperation with OMC, CTLT will be creating a podcasting template. Students create the theme song that will be used in the template, and the winning songwriter(s) will receive a Cash Prize!

The submission deadline is Oct 31, 2017

Please share the following details with your students:
Theme songs can be any genre and utilize the student's choice of instrumentation, including computer generated music. The sky is the limit ...with a few conditions.

Songs must be...

- Original
- Instrumental or choral compositions without words
- Usable as an intro, outro, and for bumpers
- No longer than 30 seconds
- Finished and mixed to professional quality

Contact Ginny Armagh at varmagh@su.edu for more information or have students submit using the form below.

Examplify from ExamSoft Replaces SoftTest
ExamSoft has released their new, and much improved, test taking app called Examplify that will replace SofTest.

SofTest will be available through the end of 2017. Students can have both apps on their machines, but SofTest support is no longer available, so if it breaks, switching to Examplify is the only option. Switching to the new Examplify is strongly encouraged.

**Registering Examplify is easy!**

[Click Here to Learn How to register and start using Examplify.](#)

**More Information:** [Click Here](#) for links to help files, video tutorials, on-demand webinars, and information for Windows users and students.

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**ExamSoft Sync Requests Are No Longer Needed**

IC is piloting a new method of importing courses into ExamSoft so that you will no longer need to submit requests to sync ExamSoft with Canvas. You should be able to just login to ExamSoft and find your courses there when posting exams. If you encounter any issues, please submit a work order to [https://workorder.su.edu](https://workorder.su.edu)

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**EDIT Media**

**Equity, Diversity, and Inclusion in Teaching Media**

EDIT Media developed out of the Gender Caucus and Diversity and Inclusion Caucus of the [University Film and Video Association](http://www.ufva.org). The consortium is dedicated to researching, developing, and educating about best practices in inclusive teaching in the field. The [EDITMedia Website](http://www.editmedia.org) contains many resources for inclusive teaching, managing conflict, advocacy, and resource guides.

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**Are You Interested in Service Learning and Social Engagement?**

The SU Center for Public Service and Scholarship has many resources for a
Campus Compact Mid-Atlantic is hosting campus teams for the Institute for Incorporating Community Engaged Teaching & Scholarship in Promotion & Tenure to be held at American University in Washington DC from noon to 3:30 p.m. on Nov. 15. Registration will open in September. For information, email deroberts@ccmidatlantic.org.

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**CTLT Has Books To Lend!**

CTLT has books to lend on topics including pedagogy, digital humanities, faculty development, and advising. Feel free to stop by Smith Library 322 to peruse titles or borrow a book.

**New to the CTLT library:**


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**Call for Proposals Conference on Higher Education Pedagogy**

The [10th Annual Conference on Higher Education Pedagogy](http://example.com) is focused on higher education teaching excellence and the scholarship of teaching and learning.

**Pre-Conference Workshops:** Tuesday, February 13, 2018  
**Conference:** Wednesday, Thursday, and Friday, February 14-16, 2018  
**Where:** The Inn at Virginia Tech & Skelton Conference Center  
**Who:** Faculty, Administrators and Students  
**Proposals Due:** Friday, September 15, 2017 at noon (EST)

The conference showcases the best pedagogical practice and research in higher education today. Sessions address disciplinary and interdisciplinary instructional strategies, outcomes, and research. Ultimately, the conference is an opportunity to demonstrate effective instructional practice and disseminate the latest research aimed at improving the quality of higher education.
Proposals are sought for sessions focused on effective instructional practices and research aimed at improving the quality of teaching and learning in higher education. Four types of conference sessions are offered: Practice Sessions, Research Sessions, Conversation Sessions, and Poster Sessions. Proposals are due by September 15, 2017 at noon (EST).

Classroom Connections

In order to ensure compatibility with the classroom display systems (projectors or LCD monitors), ACT recommends you use the podium computers to conduct your class.

If you want to use your laptop for classes, please contact ACT for determining the type of connection available and the type of dongle required.

Please submit a Help Desk Work Order to request assistance.