Week One

**Tuesday, June 6th**
9:00am-12:00pm
- Basic Photoshop – An Introduction
- Microsoft Photo Story
- Riding the New Media Wave
- Blackboard Overview

**Tuesday, June 6th**
1:00pm-4:00pm
- PowerPoint Basics
- Instructional Design for Online Learning
- Digital Media 101
- BbEST – Blackboard Enhanced Skills Training for Veteran Instructors

**Wednesday, June 7th**
9:00am-12:00pm
- Microsoft Access – What you Always Wanted to Know but Were Afraid to Ask
- Copyright for the Classroom & the Digital World
- Podcasting 101
- Increase Classroom Efficiency with Blackboard

**Wednesday, June 7th**
1:00pm-4:00pm
- PowerPoint Bells & Whistles
- Audience Response System (Clickers in the Classroom)
- Digital Photography
- Increase Classroom Communication with Blackboard Tools

**Thursday, June 8th**
9:00am-12:00pm
- Introduction to Microsoft Movie Maker
- Everything You’ve Always Wanted to Know about Library Instruction, but Were Afraid to Ask
- Streaming Media 101
- Classroom Assessment Techniques Using Blackboard

**Thursday, June 8th**
1:00pm-4:00pm
- SPSS - Basics
- NKU IT – Everything You Needed To Know But Were Afraid To Ask!
- DVD Production
- Gradebook Workshop using Excel & Blackboard

Week Two

**Tuesday, June 13th**
9:00am-12:00pm
- Introduction to Blackboard (Part 1 of 2)
- PowerPoint Bells & Whistles
- Digitizing PowerPoint

**Tuesday, June 13th**
1:00pm-4:00pm
- From PowerPoint to Interactive Learning Modules
- 10 Tips, Tricks & Traps for MSWord & MExcel
- Exploring Digital Collaboration

**Wednesday, June 14th**
9:00am-12:00pm
- Introduction to Blackboard Part 2 of 2
- MS Word – Creating and Formatting Long Documents
- So you have a Mac...Now What?

**Wednesday, June 14th**
1:00pm-4:00pm
- Lectora Publisher (Intro)
- The 4 S’es of the Internet: Spam, Scam, Spoof, and Security
- Using Outlook XP/2003 more effectively for everyday life
- Digital Media 101

**Thursday, June 15th**
9:00am-12:00pm
- Receiving and Grading Assignments using Blackboard
- Creating & Maintaining a Faculty Web Page
- Blogging 101

**Thursday, June 15th**
1:00pm-4:00pm
- Outlook Overview
- Tips for Developing Online Instruction from Start to Finish (A Panel Discussion)
- Audience Response System (Clickers in the Classroom)

**Have you registered?**

View session descriptions or register online at [http://pod.nku.edu](http://pod.nku.edu)

(Click Activities → Event Registration → Summer Institute)

Faculty Priority Registration Deadline: Friday May 19, 2006

Questions? Problems registering? Contact POD by phone at 859.572.1420 or email pod@nku.edu