



# ILCCO Newsletter: March, 2010

## Jeff's Jargon

Jeff Newell, ILCCO Director

ILCCO officially adopted its new strategic Plan on March 11, 2010. The new document lays out ILCCO's direction for FY 2010 – FY 2013. ILCCO's primary focus is listed in these vision, mission, and goal statements...

[Full Article](#)

## Elgin Community College: Blog-Based Newsletters

Tim Moore, Associate Dean, Instructional Improvement & Distance Learning

For several years, the staff of the distance learning department at Elgin Community College has wanted to start a newsletter focusing on teaching with technology and other pedagogical topics. As with many ideas, this one always got pushed to the wayside for more pressing issues. As we envisioned it, the newsletter would be a partnership between distance learning and Center for Enhancement of Teaching and Learning.

[Full Article](#)

## New and Specialized ICE Courses Available

**51 new courses** from Black Hawk College, College of DuPage, Harper College, John Wood Community College, Triton College, and Waubensee Community College.

[Full Article](#)

## Coming Events

National and statewide events listed between March and June:

- ILCCO Webinars (April)
  - Active Learning Strategies in the Humanities
  - Using Twitter and Facebook in Online Courses
- TechConnect 2010 – Carl Sandburg College (May)
- ION Faculty Summer Institute (May)
- ITC audioconferences
- SLOAN-C online seminars
- National Conferences

[Full Article](#)

## Research to Read

Becky Benkert, DuPage

### Using Asynchronous Video in Online Classes

This study investigates using asynchronous video to assist in replicating face to face interaction in online courses.

[Full Article](#)

## Website Watch

Sarah Stark, Harper

### University of Minnesota's Complete Online Workshops for Faculty

...access online workshops complete with video vignettes, handouts, examples and explanations...

[Full Article](#)

## Tech Tool Talk

Holly Matthews, Illinois Valley

### How to Stay in Touch Today

Phone calls and emails seem to be a thing of the past. MySpace, Facebook, Instant Messages and Texting seem to be the way everyone stays in touch anymore...

[Full Article](#)

## Tip of the ICEberg

Molly Baker, Black Hawk

### ICE 2 Instructions

ICE2 is a course sharing software tool that ILCCO members use when our students need to enroll in an online course offered by other member schools...

[Full Article](#)

## Jeff's Jargon (full article)

### ILCCO Strategic Plan

ILCCO officially adopted its new strategic Plan on March 11, 2010. The new document lays out ILCCO's direction for FY 2010 – FY 2013. ILCCO's primary focus is listed in these vision, mission, and goal statements:

#### Vision

ILCCO will be a recognized leader for excellence in meeting the online learning and educational technology needs of Illinois community colleges.

#### Mission

Illinois Community Colleges Online is a consortium of Illinois community colleges working together to provide leadership, facilitate collaboration and share resources in online and technology-enhanced education.

#### Goals

GOAL 1: ILCCO will provide leadership in assisting colleges develop quality online education.

GOAL 2: ILCCO will provide opportunities for collaboration and resource sharing between colleges and/or other professional organizations to strengthen our common purposes.

GOAL 3: ILCCO will employ effective organizational practices and communication to meet the needs of its members.

ILCCO has been operating off of the goals and objectives in the document throughout the year. Annual objectives will be developed each year to ensure that ILCCO continues to support the mission of member colleges.

### Accreditation Task Force

The online accreditation task force has completed its work. A resource site has been developed for [ilcco.net](http://ilcco.net) for colleges preparing for HLC's institutional change process. The site provides documentation from colleges who have completed the process to assist other colleges preparing for the process. Other aspects of the site include resource links for HLC documentation, FAQs, and recommendations for ILCCO in continuing to support colleges as they work through the accreditation process.

### July Retreat

This year's ILCCO Steering Retreat will be adapted to occur using both online and face-to-face strategies in recognition of the current financial difficulties colleges face. The Steering Committee's planning day will occur face-to-face at Illinois Valley Community College on Wednesday, July 21. As we did last year with the "Growing Online Learning" drive-in conference, ILCCO will again host an event in conjunction with the retreat, but this year's activities will be held online throughout the course of the week. We hope the flexibility of the format and the cost savings will be helpful for the colleges.

### ILCCO Professional Development Webinars

ILCCO is presenting two professional development webinars in April.

On April 6, 3:00 – 4:00 PM, "Active Learning Strategies in the Humanities" will be offered. The presenters will be Barb Solheim, Harper College, and Julia diLiberti, College of DuPage.

On April 20, 3:00 – 4:00 PM, "Facebook and Twitter for Online Courses" will be offered. The presenters will be Molly Baker, Black Hawk College, and Mary Smith, Illinois Valley Community College.

Please email me at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov) to register for these webinars.

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## ILCCO Featured College (full article)

### Elgin Community College: Blog-Based Newsletters

For several years, the staff of the distance learning department at Elgin Community College has wanted to start a newsletter focusing on teaching with technology and other pedagogical topics. As with many ideas, this one always got pushed to the wayside for more pressing issues. As we envisioned it, the newsletter would be a partnership between distance learning and Center for Enhancement of Teaching and Learning.

When the topic came up again, we decided that an electronic newsletter would be the best way to distribute the content. As the discussion continued, we identified many possible barriers to success:

- Getting people to open and read (yet another) e-mail from CETL;
- Finding the time to write in-depth articles;
- Looming deadlines that would create too much pressure on the staff;
- Determining if all the work putting the newsletter together was worth it.

After looking through a number of technologies for a newsletter format that would reduce the majority of those barriers, we determined that a blog would serve the purpose best. We would still face the issue of getting people to go to the blog to read it, but a blog would provide the additional benefit of being an electronic platform that also allows for community participation.

To address the issues of time pressure and in-depth writing and research, we selected the format of a “tumblog”, with a bit more information and structure. The goal is to provide three things in each post:

1. A link to the original content—whether a blog entry from someone else, or better yet, a link to a site originating the subject matter;
2. A description of the what the link points to; and
3. A statement of why it is important to instructors.

That’s the process behind the creation of “Fulcrum,” our new blog that focuses on using technology to leverage learning (<http://cetlfulcrum.blogspot.com>).

Each person in the department watches all the information streaming through their normal information flow, watching for pertinent topics, and, when content is identified, posts it on the blog. The goal is that the total time spent “writing” a newsletter article is minimized, and that there is a constant stream of new, up-to-date information.

When a post is made, bit.ly is used to create the links posted on the site (<http://bit.ly>). Bit.ly, in addition to being a “link shortener,” also provides tracking so that we can see what content on the site is being clicked through to the original website. This gives us feedback as to the amount of traffic on the site and, overtime, will allow us to see what topics are of most interest to people. This will then lead to future professional development opportunities in the future.

The blog went live in summer 2009. Due to the different sources each person uses, there is a wide variety of information available that instructors might find interesting and pertinent to the learning environment. Posts include emerging and developing technologies, research on technology and learning, and other topics.

With 10 months of posts there is already a great deal of information covered. We invite anyone interested in the blog to come join us and participate in the “Fulcrum” community.

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### New ICE Courses (full article)

**Black Hawk College** is now offering 2 new courses online:

- ACCT 205 Principles of Cost Accounting, 3 credit hours, Paula Tigerman
- BA 266 Business Policy and Ethics, 3 credit hours, Acie Earl

Contact Molly Baker, [bakerm@bhc.edu](mailto:bakerm@bhc.edu), for more information.

**College of DuPage** is now offering 11 new courses online:

- Accounting 2205 Federal Taxation I
- Accounting 2206 Federal Taxation II
- Accounting 2260 Advanced Accounting
- CIS 1300 Web Design Software
- Criminal Justice 1145 Intro to Homeland Security
- Criminal Justice 1147 Intro to Domestic and International Terrorism
- Criminal Justice 2230 Criminal Investigation
- ECEC 1117 Care of the Infant, Toddler and Two-Year-Old Child II
- Education 1100 Introduction to Education
- Fire Science 2210 Fire Apparatus
- Manufacturing 2280 Industrial Safety

Contact Min Pan, [Panmin@cod.edu](mailto:Panmin@cod.edu), for more information.

**Harper College** is now offering 15 new courses online:

- ACC201: Intermediate Accounting I (3 credit hours)
- ACC202: Intermediate Accounting II (3 credit hours)
- ACC203: Cost Accounting (3 credit hours)
- ACC254: Auditing (3 credit hours)
- CIS211: IT Project Management (3 credit hours)
- ECE209: Language Arts for Young Children (3 credit hours)
- ENG098: Developmental English (3 credit hours)
- FSM114: Food Standards and Sanitation (2 credit hours)
- GEG104: The Developed World (3 credit hours; IAI S4 901)
- GER210: Introduction to Modern German Literature (3 credit hours)
- MGT218: Introduction to Finance (3 credit hours)
- NET222: Communications Technologies (3 credit hours)
- NET270: Cisco Networking (CCNA) (3 credit hours)
- RDG099: Developmental Reading (3 credit hours)
- SPA205: Spanish Intensive Oral Practice (3 credit hours)

Contact the Department of Instructional Technology at 847.925.6805 or send email to [sstark@harpercollege.edu](mailto:sstark@harpercollege.edu) for more information.

**John Wood Community College** is now offering 9 new courses online:

- HIS 122 US History II (3 credit hours)
- PHL 201 Major World Religions (3 credit hours) (fulfills the international awareness requirement)

To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)

- SOC 101 Introduction to Sociology (3 credit hours)
  - ECO 101 Macroeconomics (3 credit hours)
  - ENG 101 Rhetoric & Composition I (3 credit hours)
  - HUM 101 Intro to Humanities (3 credit hours)
- 
- MAT 109 Statistics (3 credit hours)
  - MAT 113 College Algebra (3 credit hours)

Both are offered at JWCC through the ALEKS.com program as 8 week courses offered twice each fall and spring semester. The password for the ALEKS program is \$90.00 purchased from our bookstore.

- CMN 102 Speech      CMN 102 Oral Communication—3 cr. hrs.

An introductory course in the basic principles of oral communication as applied to public speaking. Course emphasizes the mastery of oral communication skills through a variety of activities in which the student prepares, organizes, and delivers speeches before a group. Interactive assignments are designed to engage students and build confidence and skills. The text (in print or electronic version) has a unique website where speeches are uploaded. The teacher can add comments on the playback at the moment in the speech the student needs the feedback. There is also a rubric immediately below the speech for grading. The instructor can customize the rubric. Students can view other students' speeches and fill out an electronic rubric that can also be customized by the instructor. This allows for student critiques. Our students commented this past semester that they felt they got more useful feedback than they had in previous face-to-face speech classes. CMN 102 has been accepted by EIU, WIU, SIU-Carbondale, UIUC as fulfilling Gen Ed requirements.

Contact Stephanie Phillips, (217) 641-4536, [sphillips@JWCC.EDU](mailto:sphillips@JWCC.EDU), for more information.

**Triton College** is now offering 7 new courses online:

- BIS 105 – Environmental Biology – 4 credit hours (IAI: L1 905L)
- AST 100 – Astronomy of the Solar System – 4 credit hours (IAI: P1 906L)
- HIS 121 – History of Western Civilization I – 3 credit hours (IAI: S2 902)
- ENG 170 – Children's Literature – 3 credit hours
- BUS 200 – Introduction to Human Resource Management – 3 credit hours
- HRT 100 – Introduction to Horticulture – 4 credit hours (IAI: AG 905)
- RHT 101 – Freshman Rhetoric and Composition I – 3 credit hours

Contact Cheryl Antonich, [cantonich@triton.edu](mailto:cantonich@triton.edu), for more information.

**Waubonsee Community College** is now offering 9 new courses online:

- FRE201 Intermediate French I (3 SEM HRS) This course presents a thorough review of the essentials of French grammar and includes readings in French on French and Francophonic civilization and literature.
- Intermediate French II FRE202 This course is a continuation of FRE201. Reviewing essentials of French grammar and reading in French on French and Francophonic civilization and literature are emphasized. Recommended Prereq: FRE201 or three years of high school French or its equivalent.
- Intermediate German I GER201 (3 SEM HRS) This course provides a thorough review of grammar and the completion of the most difficult grammatical concepts. Emphasis on reading, writing and speaking the German language is stressed throughout the course.

To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)

- Intermediate German II GER202 (3 SEM HRS) A continuation of GER201, this course is a further study and review of grammar, and idiomatic and colloquial German. Increasing stress is placed on conversational and free composition, including the reading of more difficult texts. Recommended Prereq: GER102 or two years of high school German.
- Intermediate Spanish I SPN201 (3 SEM HRS) This course reviews the language content of the first year of study. It introduces intermediate skills and provides the student with ample practice in interactive conversation, with a special emphasis on the development of oral proficiency and creative composition. Furthermore, it promotes a greater understanding of the Hispanic cultures through the study and discussion of contemporary Spanish and Hispanic American readings.
- Intermediate Spanish II SPN202 Intermediate Spanish II is designed to provide students with extensive practice in conversation, composition and reading with emphasis on spontaneous language production. It promotes an even greater understanding of the Hispanic cultures through the study and enjoyment of some contemporary Spanish and Hispanic American literature and art. Students communicate both orally and in writing on a variety of selected topics, allowing them to expand and practice their vocabulary, grammatical usage and idiomatic language at a higher level. Recommended Prereq: SPN201 or three years of high school Spanish or its equivalent. IAI: H1 900.
- Music: The Art of Listening MUS100 (3 SEM HRS) This course enhances the student's understanding and enjoyment of music. By listening to a variety of music such as orchestral, jazz and folk, the student will gain insight into the works of composers through periods of musical development. Music of other world cultures is also examined. Note: Participation in this course may include field trips which require admission fees. Selected sections of this course are also offered for noncredit; see MUS888 in the Community Education section of the noncredit schedule.
- Music in America MUS102 (3 SEM HRS) This course is an overview of America's rich and diverse musical heritage from Colonial times to the present. Jazz, rock, folk and country, as well as music for the concert hall, stage and screen are explored. Note: Participation in this course may include field trips which require admission fees.
- Creating Your Sustainable Future SUS101 (3 SEM HRS) In this course, students think sustainably about the climate crisis, fuel, renewable energy, agriculture, conserving water, poverty and wealth. Students calculate carbon footprints and explore solutions for the future.

Contact Susan Harmon, [sharmon@waubonsee.edu](mailto:sharmon@waubonsee.edu), for more information.

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## Coming Events (full article)

### March Events:

- Webinar (ITC): Handjiving and LiveScribing – Teaching a Hybrid Developmental Math Course
  - Date: March 23, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- Online Workshop (SLOAN-C): Great Web 2.0 Tools to Improve Learning
  - Dates: March 24 - April 2, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Using Interactive Video – Connection, Collaboration and Communication
  - Date: March 30, 2010

To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)



- Time: 1:00 - 2:00PM
- More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>

**April Events:**

- **Webinar (ILCCO): Active Learning Strategies in the Humanities**
  - Date: April 6, 2010, 3:00 - 4:00 PM
  - Registration Required: [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)
  - Cost: free
- Online Workshop (SLOAN-C): Accommodating Students with Disabilities – Leveraging the Online Learning Environment
  - Dates: April 7 - 13, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Advanced Techniques with Podcasting for Educators
  - Dates: April 7 - 16, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Advanced Second Life
  - Dates: April 7 - 16, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Retention Strategies in Online Education
  - Dates: April 7 - 16, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Delivering Content, Fostering Student Interactivity, and Assessing Learning in Blended Courses
  - Dates: April 12 – May 3, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): It's Pedagogy, Not Technology – LMS Training Can Address Teaching, Learning and Student Engagement
  - Date: April 13, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- Conference: SLOAN-C Promise and Practice of Blended Learning Conference
  - Dates: April 19 - 20, 2010
  - More Information: <http://www.sloan-c.org/blended>
- Webinar (ITC): Risk Factors for Student Persistence in Online Education
  - Date: April 20, 2010
  - Time: 2:00 - 4:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- **Webinar (ILCCO): Using Twitter and Facebook in Online Courses**
  - Date: April 20, 2010, 3:00 - 4:00 PM
  - Registration Required: [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)
  - Cost: free
- Conference: TCC – Technology, Colleges and Community Online Conference
  - Dates: April 20 - 22, 2010
  - More Information: <http://tcc.kcc.hawaii.edu/2009/tcc/welcome.html>
- Online Workshop (SLOAN-C): Workload Management Strategies for Online Educators
  - Dates: April 21 - 30, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)

To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)

- Online Workshop (SLOAN-C): Web Accessibility for Online Learning – A How-To Guide for Creating Accessible Content
  - Dates: April 21 - 30, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Getting Started – First Step Toward Online Teaching
  - Dates: April 21 – May 7, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Online Teaching Certificate Foundation Course
  - Dates: April 21 – June 25, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Complying with Federal and State Accessibility Requirements
  - Date: April 27, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>

**May Events:**

- Online Workshop (SLOAN-C): Online Learning – Making the Institutional Business Case
  - Dates: May 5 - 14, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Staying Organized, Evaluating Course Design, and Moving Forward with Your Blended Course
  - Dates: May 10 - 30, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Enhancing Social Presence by Using Video
  - Date: May 11, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- Online Workshop (SLOAN-C): Using the Quality Matters Rubric to Improve Your Online Course
  - Dates: May 12 - 28, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- **Conference: ION Faculty Summer Institute**
  - Dates: May 17 - 20, 2010
  - More Information: <http://fsi2010.ning.com/>
- **Conference: TechConnect 2010 – Carl Sandburg College**
  - Dates: May 18 - 19, 2010
  - More Information: <http://www.sandburg.edu/techconnect>
- Webinar (ITC): Integrating Web 2.0 Technologies into Your Online Courses
  - Date: May 18, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- Online Workshop (SLOAN-C): Copyright Compliance for Online Educators
  - Dates: May 19 - 28, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Technology Bootcamp
  - Dates: May 19 – June 4, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Changes in Federal Distance Education Policy – How to Respond



- Date: May 25, 2010
- Time: 1:00 - 2:00PM
- More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>

#### June Events:

- Online Workshop (SLOAN-C): Getting Started – First Step Toward Online Teaching
  - Dates: June 2 - 18, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Creating a Peer Mentoring Program for New Online Faculty
  - Date: June 15, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>
- Online Workshop (SLOAN-C): Selection, Incorporation, and Assessment of New and Emerging Technologies for Online Courses
  - Dates: June 16 - 25, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Online Workshop (SLOAN-C): Blended Learning – HyFlex Course Design
  - Dates: June 16 - 25, 2010
  - More Information: [http://www.sloanconsortium.org/2010\\_workshop\\_schedule](http://www.sloanconsortium.org/2010_workshop_schedule)
- Webinar (ITC): Bringing Language Learning to Life through the Evolving Web
  - Date: June 29, 2010
  - Time: 1:00 - 2:00PM
  - More Information: <http://www.itcnetwork.org/mod/resource/view.php?id=409>

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### Research to Read (full article)

#### Pilot Study on Using Asynchronous Video in Online Classes

This study investigates using asynchronous video to assist in replicating face to face interaction in online courses. It includes both student and instructor perceptions of the pilot study.

[http://www.itdl.org/Journal/Mar\\_09/article06.htm](http://www.itdl.org/Journal/Mar_09/article06.htm)

[http://www.itdl.org/Journal/Mar\\_09/index.htm](http://www.itdl.org/Journal/Mar_09/index.htm)

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### Web Site Watch (full article)

#### University of Minnesota's Complete Online Workshops for Faculty

Visit <http://www1.umn.edu/ohr/teachlearn/tutorials/index.html> to access online workshops complete with video vignettes, handouts, examples and explanations. Share information with your own faculty on:

- Active learning with PowerPoint
- Designing Smart Lectures
- Savvy Web Searching - Helping Students Research Electronically
- Scenes from a Classroom – Making Active Learning Work
- Scenes from a Classroom – Managing Conflict

To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)

- Syllabus Development
- Cooperative Quizzes – Learning through Group Assessments
- And more!

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## **Tech Tool Talk (full article)**

### **How to Stay in Touch Today**

Phone calls and emails seem to be a thing of the past. MySpace, Facebook, Instant Messages and Texting seem to be the way everyone stays in touch anymore. How do you manage all of this “Stuff” that comes to you, how do you stay connected with everyone without having 15 windows open when you are online. If you don’t appear to be available, then your friends get all upset with you. What to do, what to do?

One solution is to get one of the programs that can help you to manage all of these systems. I have a program on each of the laptops that I regularly use. If you are on different computers all the time, there is a web-based program that you can use too. On a PC, my favorite is Trillian, mainly because it lets you know who is online and you can chat and see new email previews to see if there is anything that needs your immediate attention without having to open a browser at all. I can set my availability (or unavailability) for all places with one click. I manage Gmail, Facebook, and MySpace Instant Messengers and even Google Talk all with the same program. On a Mac, Adium is the one to use. It was designed for the Mac first and the features there are why I selected Trillian for the PC. It functions the same way, multiple accounts with one small window, chat directly, no open browsers needed. I might add that both programs are available at no cost. Trillian has a pro version that costs, but I haven’t found a need to expand my service yet. If you are on multiple computers, you might want to check out Meebo, it is entirely web based and you go to meebo.com and sign in. It is only slightly more cumbersome, but you can access it from any computer. Oh yeah, you can have any of the web-based emails or social networking sites send you updates by SMS (text messages to your cell phone). But, that’s another article in itself.

Check them out and have fun staying in contact with whoever you need to.

Holly Mathews, AFK (away from keyboard)

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## **Tip of the ICEberg (full article)**

### **ICE 2 Instructions**

Available at <http://www.ilcco.net/ice2/>, ICE2 is a course sharing software tool that ILCCO members use when our students need to enroll in an online course offered by other member schools because we do not offer a class they need or it is full. Students register through their home school (thus the home school receives the apportionment), making the entire registration process easy for the students. Step-by-step instructions for various tasks performed by ILCCO/ICE personnel at each college may be accessed here: <http://facweb.bhc.edu/tlc/tech/stepbystep/Other/ICE2Instructions.doc> Each college appoints an ICE Champion who coordinates all sharing activities at the local college.

**To learn more about ILCCO, contact Jeff Newell at [jeff.newell@illinois.gov](mailto:jeff.newell@illinois.gov)**