

VALPO VIRAL

News and Updates from the Office of Information Technology

New Faculty Support

Personal Pronouns

Increasing Print Quotas

DataVU Getting a New Look



VITAL AFFILIATES: FACULTY SUPPORT

Cynthia Rutz, Director of Faculty Development for VITAL, Jessica Wilson, Director of Support Services for IT, Blake Soller, Director of Instructional Technology, Design and Assessment and Gina Rue, Instructional Designer for ITDA, have teamed up to visit academic departments to discuss the ways our offices work both together and separately, to support faculty. By sharing what each of our offices does and answering faculty questions, the group hopes to better understanding and increase knowledge of available resources for faculty. Additionally, these meetings are being held to gather feedback on what faculty would like to see on the new VITAL website, that is being developed to provide a one-stop-shop, for faculty recourses.

Since Blake and Gina are new to their roles and to Valpo, this has been a great opportunity for them to meet faculty and introduce the services and resources they are building and sharing with faculty. They will provide instructional design services, manage Blackboard Learn issues and questions and offer coaching support to faculty.

Need help from ITDA? Submit at ticket at helpdesk.valpo.edu.

Getting To Know VITAL and ITDA

Valpo Institute for Teaching and Learning (VITAL)

- Faculty Writing Circle
- Faculty Learning Communities
- Teaching Observation/Coaching
- New Faculty Orientation
- VITAL Website
- Faculty Development Fellows

Instructional Technology, Design and Assessment (ITDA)

- Blackboard Help
- Blackboard Course Evaluations
- Online Course Design Models
- Instructional Design Best Practices
- Instructional Technology Consultation
- Teaching Observation/Coaching

IT will continue to offer support in classrooms and through equipment and system maintenance.

PERSONAL PRONOUNS

Soon students will be able to self select their personal pronouns (She/Her, He/His, They/Them) in Self Service.

In accordance with the [new policy on personal pronoun use](#), Self Service will allow students to log into their account and add their personal pronouns so that faculty and staff can be made aware of their pronouns more easily and privately. Pronouns will be viewable within Self Service and Starfish.

For information on how students can add their pronouns, visit: confluence.valpo.edu/x/KADXCQ

CHANGES TO PRINT QUOTAS IN PAPER CUT

For the Fall 2020 academic year, IT rolled out a new print quota policy that increased print quota for students from \$15 per semester to \$50 for the entire year. Students are now given \$50 in print quota each year on August 1st and are expected to manage their print quota for the year from that point.

While this change has minimized the need for most students to add additional funds to their accounts, some students have still needed additional funds. To meet this need, we have added a convenient process that will allow students to add funds to their PaperCut account via PayPal or a debit or credit card. This can be done at any time and without assistance from an IT staff member. This allows students to add funds at any time, even after the Help Desk has closed.

For more information on how funds can be added to a PaperCut account, visit: confluence.valpo.edu/x/AYHs

Please note- faculty and staff members are given \$20 for the year, for personal, non-departmental printing. Like students, faculty and staff can add additional funds, if needed, through the PaperCut system. labprinters.valpo.edu/

DATAVU GETTING A NEW LOOK

As more functionality is added to Self Service, IT has developed and new landing page to help the Valpo campus community access to important systems. Check out the new page and send us your feedback! apps.valpo.edu/resources/



Tips from Tech Support

"One of the factors that can make Zoom meetings stressful and tiring is constantly looking at yourself on the screen. In Zoom there is a way to leave your video active so others can see you but hide the image from yourself. Here is how to make this happen: Hover over your video and click the ellipses button * in your video to display the menu, then choose Hide Self View."**

Jeff Hazewinkel, Educational Technology Specialist