

**OFFICE OF TECHNOLOGY
Cranford Public Schools
Technology YOUiversity Catalog**

**Our Technology YOUiversity Catalog is GREEN!
We have decided to go paperless, including the registration process.**

Please fill out the On-line registration form below:

<http://cranfordschools.org/oot/technology.html>

or

<http://www.cranfordschools.org/oot/coursecatalog.html>

We would like to introduce the new Technology YOUiversity Catalog. The idea behind the Technology YOUiversity is to have YOU as the main focus. We would like to offer teacher enrichment classes designed to meet all of your individual needs and create a technologically rich environment for your students. Therefore, I will need your input and ideas to make this catalog the best that it can be. All of our standard courses will be offered, however, there will also be a web form available so that you may request new classes and present other areas of interest that will help to customize classes to meet your needs. As I receive course requests through the web forms, I will make arrangements to have those courses offered within 2-3 weeks. New courses offered will be posted on the website and e-mailed to the staff.

As an extra resource to the staff, I have set up a program called "Tech Talk" which will provide you with the opportunity to have any technology questions addressed or to assist you in implementing technology into the classroom. Please refer to the schedule below to see what schools I will be in on the following dates. All are welcome to attend.

03/17/2010	HAS	-2:50pm – 3:20pm
03/34/2010	OAS	-2:50pm – 3:20pm
04/07/2010	CHS	-2:50pm – 3:20pm
04/14/2010	LIN	-2:50pm – 3:20pm
04/21/2010	BPS	-2:50pm – 3:20pm
04/28/2010	LAS	-2:50pm – 3:20pm
05/05/2010	WAS	-2:50pm – 3:20pm
05/12/2010	BAS	-2:50pm – 3:20pm
05/19/2010	HAS	-2:50pm – 3:20pm
05/26/2010	OAS	-2:50pm – 3:20pm
06/02/2010	CHS	-2:50pm – 3:20pm
06/09/2010	BPS	-2:50pm – 3:20pm
06/16/2010	LIN	-2:50pm – 3:20pm

Please click on link for the registration form and course descriptions:

<http://cranfordschools.org/oot/technology.html>

or

<http://www.cranfordschools.org/oot/coursecatalog.html>

If you should experience any problems and are unable to register online please contact Garnett Nichols via email: nichols@cranfordschools.org or call 908-709-8872

Thank you for your cooperation.

Michael Mangini

manginim@cranfordschools.org

Computer Systems Manager

Phone 908-709-8876

Secretary - Garnet Nichols

Phone 908-709-8872 Fax 908-272-0391

#1 Email & Internet Basics

March 18, 3:30-4:30 (1 hour) Lincoln School, PD Room

Instructor: Mike Mangini

National Educational Technology Standards for Teachers: 1

This course is designed for the beginner Internet user. Participants will learn Internet terminology, how to use search engines and a browser program, bookmark websites and print from the Internet. Participants will also learn basic email functions.

Prerequisite: None

Number of Participants: 10

#2 Adobe Photoshop

March 23, 3:30-5:30 p.m. (2 Hrs.), Cranford High School, Room R-104

Instructor: Patrick Gorman

National Educational Technology Standards for Teachers: 1

Participants will learn all the basics of this powerful program. Scanning, moving from one program to another, saving your work, maintaining resolution, photo manipulation, and creating original art.

If you have used PhotoShop before, this will be an opportunity to hone your skills and learn a few new tricks and short cuts. We will be using Adobe Photoshop 7.0. Bring a few photos you would like to work on during the class.

Prerequisite: None

Number of Participants: 10

#3 PowerPoint

March 23 & 25, 3:30-5:30 (4 Hrs.), Lincoln School, PD Room

Instructor: Jennifer Serzan

National Educational Technology Standards for Teachers: 1

The class will provide each participant with the “How-to” steps involved in creating unique features of PowerPoint such as:

- Pen/pointer and black/whiteboard
- Link to a Website
- Reveal items on a list one at a time
- Hide slides
- Start from a Word outline
- Copy slides from other files
- Other tips

Prerequisite: None

Number of Participants: 10

#4 Using UnitedStreaming in the Classroom

March 25, 2008 3:30-5:00 (1.5 hours), Livingston Ave School, Room 4

Instructor: Maureen Scepkowski

National Educational Technology Standards for Teachers: 2, 3

Learn how to engage students and enhance instruction using video libraries that are available to you. UnitedStreaming has a database of over 20,000 video clips for use by teachers.

Prerequisite: None

Number of Participants: 10 (minimum of 6 participants)

#5 Photo Story 3

April 8, 3:30-5:30 (2 hrs.) Livingston Ave School, Room 4

Instructor: Maureen Scepkowski

National Educational Technology Standards for Teachers: 2, 4

Create slideshows using your digital photos. With a single click, you can touch-up, crop, or rotate pictures. Add stunning special effects, soundtracks, and your own voice narration to your photo stories. Then, personalize them with titles and captions. Small file sizes make it easy to send your photo stories in an e-mail. Watch them on your TV, a computer, or a Windows Mobile-based portable d

Prerequisite: None
Number of Participants: 10

#6 Introduction to Excel

April 13, 3:30-5:30 p.m. (2 Hrs.), Cranford High School, Room L320

Instructor: Richard Bell

National Educational Technology Standards for Teachers: 3, 5

Participants will learn the basics of the Excel spreadsheet. Various design elements including formatting of cells, creating graphs, and adding formulas will be learned.

Prerequisite: None
Number of Participants: 10

#7 Windows Movie Maker

April 13 & 15, 3:30-5:30 (4 Hrs.) Lincoln School, PD Room

Instructor: Jennifer Serzan

National Educational Technology Standards for Teachers: 2, 3

Find out what you can accomplish with Windows Movie Maker, what equipment you need to make digital movies, and how to get footage from your camera to your computer. It contains features such as effects, transitions, titles/credits, audio track, timeline narration, and *Auto Movie*

Prerequisite: None
Number of Participants: 10

#8 PowerSchool for Teachers

April 14, 3:30-5:00 (1.5 hrs.) Lincoln School, PD Room

Instructor: Mike Mangini

National Educational Technology Standards for Teachers: 5

General features for navigating, searching, and using PowerSchool will be explored. View individual profiles and learn to use our student management system as a tool for instruction.

Prerequisite: None
Number of Participants: 10

#9 EnVision Math SuccessTracker K-5 teachers/EnVision Math etools K-5 teachers

April 20 3:30-5:30 (2 hrs.) Livingston Ave School, Room 4

Instructor: Maureen Scepkowski

Learn to utilize Etools and SuccessTracker to support individualized instruction

Prerequisite: None
Number of Participants: 10

#10 Interactive Smartboard

April 20, 3:30-5:00 (1.5 Hrs.) Bloomingdale Ave School, Room 8

Instructor: Lauren Oricchio

National Educational Technology Standards for Teachers: 2, 3

Learn to utilize the Smart notebook software for your morning meeting, calendar, and interactive games all content specific for grades K-2. Optional work session will be offered as follow-up to this workshop.

Prerequisite: None
Number of Participants: 10

#11 Internet Safety

April 22, 3:30-4:30 (1Hr) Lincoln Ave School, Board Room

Instructor: Michael Mangini

National Educational Technology Standards for Teachers:1

Internet safety

Prerequisite: None
Number of Participants: 12

#12 Teaching in the 21st Century - Pod casting and blogs, Teacher Tube

April 27, 3:30 – 5:30 (2 Hrs.) Cranford High School, Computer Lab

Instructor: Richard Bell

National Educational Technology Standards for Teachers: 1

Podcasting is quickly becoming a buzz word among the techie crowd. So what is podcasting, anyway? Podcasting is online audio content that is delivered via an RSS feed. Many people liken podcasting to radio on demand. However, in reality, podcasting gives far more options in terms of content and programming than radio does. In addition, with Podcasting, listeners can determine the time and the place, meaning they decide what programming they want to receive and when they want to listen to it.

Listeners can retain audio archives to listen to at their leisure. While blogs have turned many bloggers into journalists, podcasting has the potential to turn podcasters into radio personalities.

Podcasting can be used for:

- 1. *Self-Guided Walking Tours*** - Informational content.
- 2. *Music*** - Band promotional clips and interviews.
- 3. *Talk Shows*** - Industry or organizational news, investor news, sportscasts, news coverage and commentaries.
- 4. *Training*** - Instructional informational materials.
- 5. *Story*** - Story telling for children or the visually-impaired.

Prerequisite: None
Number of Participants: 10