EndNote X1 Available in Labs and as Download for KU Employees and Grad Students

EndNote X1 for Windows and Mac will be available for download to KU employees and graduate students in January 2008. The new version of EndNote is fully compatible with Windows Vista and Word 2007, as well as Word 2000, XP (2002), and 2003. New features include a quick search tool, improved file attachments (for PDF and other files), the ability to create groups of references within your library, and more. The new version will be available at KU in early January, on the web at www.technology.ku.edu/software/endnote.

Training on EndNote X1 will also begin in January, and the new version will be installed on library computers and in labs maintained by Information Services over the winter break.

The iSkills Assessment

The iSkills™ assessment was developed by Educational Testing Services (ETS), the same group that gave us the SAT and GRE. KU already uses their Test of Spoken English™ and Test of English as a Foreign Language™. iSkills helps educators gauge how well students use critical thinking skills within an information technology environment, to manage, evaluate, and convey information. The results can be used to collect data, meet accreditation requirements, or change curricula so students can survive and thrive in the information technology environment of today.

Wondering what taking the test would be like? It consists of 14 short (3-5 minutes) tasks and one long (15 minute) task, bringing the total length to 75 minutes. ETS states that “There is a growing belief that people’s ability to handle information, to solve problems and think critically about information, tells us more about their future success than does their knowledge of specific hardware or software.” iSkills is designed to measure those critical thinking and information skills in seven areas: the abilities to define, access, evaluate, manage, integrate, create, and communicate information.

Librarian Erin Ellis will be using the iSkills test in conjunction with her new course (see feature article) to determine how it might be used at KU to evaluate students’ information fluency.

Workshop Locations

<table>
<thead>
<tr>
<th>Anschutz</th>
<th>Budig</th>
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<tbody>
<tr>
<td>3rd floor Anschutz Library, next to the service desk</td>
<td>10a Budig Hall (lower level of Budig Hall)</td>
</tr>
<tr>
<td>Budig Media Lab</td>
<td>10b Budig Hall (lower level of Budig Hall)</td>
</tr>
<tr>
<td>6 Budig</td>
<td>Adjacent to IDS offices (Budig Hall, lower level)</td>
</tr>
<tr>
<td>Edwards Campus</td>
<td>Edwards Campus Computer Lab</td>
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Registration Required

Computing workshops are free to KU students, staff and faculty, but they require registration.

To register or find out more, visit www.infotraining.ku.edu, email training@ku.edu, or call 785-864-0410. You must be confirmed by phone or e-mail to attend the workshop. If you try to register for a class and it is full, be sure to add your name to the waiting list. You will be notified by e-mail if a space in that workshop becomes available. Workshops are often added to the schedule based on demand, so check the web site for additions throughout the semester.

**Who We Are**

**Skillset** is a joint publication of Instructional Services at the KU Libraries and Instructional Development and Support, and appears five times a year (February, May, August, October, and December). For more information and PDF versions of back issues, see the online archive at skillset.ku.edu.

**Instructional Services**

www.lib.ku.edu/instruction

Instructional Services helps the campus community use technology and information for teaching, learning, and working. As part of KU Libraries, we offer instructor-led instructional opportunities on both computing and information literacy topics that promote the development of critical thinking and research skills. We provide scheduled workshops, in-class instruction for KU courses, custom training for departments and groups, and consulting services for individuals.

Contact us at training@ku.edu or 864-0410 to learn more or set up a consultation.

**Instructional Development & Support (IDS)**

www.ids.ku.edu

Think of us as “the learning environments group.” We oversee classroom technologies, provide assistance with online tools such as Blackboard, and consult with faculty and other teaching staff about instructional technology use. We also offer help and training on digital photography and video production. IDS maintains a circulating equipment pool with items to support teaching activities, such as data projectors, DVD players, and digital cameras. We offer workshops and seminars frequently throughout the semester, and our staff advisors also meet individually with instructors to accommodate busy schedules. Call, e-mail, or stop by—we’re ready when you are!

Contact IDS at 864-2000 or ids@ku.edu to learn about designing instruction that takes advantage of a wide variety of innovative teaching strategies and available-right-now technologies.

IDS is located directly across from Anschutz Library, in the southeast corner of Budig Hall. Offices are in room 4 Budig Hall, and workshops are in room 6.

**New Library Course at KU Stresses Information Literacy**

There is a new course at KU designed to help students improve their information management and research skills. The course is called LASS 202: Research Methods & Information Literacy and it exists due to the efforts of Librarian Erin Ellis.

The course is designed to improve the quality and ability of students to do their work. Numerous studies have documented the positive impact of learning from ‘for-credit’ research skills courses,” states Instructional Services Head Jennifer Church-Duran.

In research papers, students may start showing less reliance on a single source. Faculty could potentially find students using higher quality sources and organizing the information they gleaned from those sources better.

Ellis taught a similar course at Texas Tech University and currently teaches a similar course for the University of Maryland online. Ellis, as the library’s liaison to the Athletic Department, had a meeting with Paul Buskirk, the KU Associate Athletics Director for Student-Athlete Support Services, last October. This was when the course entered the idea stage.

The University presently teaches courses aimed at developing similar skills related to the library. KU has several library-related courses, such as Bibliography of Chemistry (CHEM 220) and Introduction to Latin American Library Resources (LAA 700). At times teachers call upon library faculty to give presentations during classes and workshops are offered throughout the year. The LAA 202 course, however, is focused more prominently on teaching skills related to using the libraries’ tools.

Ellis had worked with Texas Tech’s Athletic Academic Services, which encouraged and sometimes required their student-athletes to take a course called LIBR 1100: Introduction to Library Research. Ellis also currently teaches LIBS 150: Information Literacy and Research Methods for the University of Maryland online. Buskirk was interested in a similar course for student-athletes at KU, so he contacted the College of Liberal Arts and Sciences, whom decided they could support this yet-to-be-created course. Ellis got to work and states that, “The course was approved in late spring/early summer, a very fast turnaround!”

Ellis will conduct a research project in conjunction with the course using the iSkills™ assessment (see iSkills story) from Educational Testing Services. The assessment will help Ellis’s research by measuring the course’s effectiveness in teaching skills related to information and critical thinking to student-athletes. While the course is open to all students, the research component will only involve the student-athletes. The iSkills test will be funded by a grant for new faculty research at KU.

This eight week course will be offered twice during the Spring 2008 semester. The first class (course number 82385) begins January 22 and the second (82384) begins February 21. Space is limited, so sign up early! For more information go to www.lib.ku.edu/news/libraryCourse.shtml.
Intentional development

Blackboard Strategies and Tools Thurs Dec 27 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Wed Jan 2 1:30 PM - 3:00 PM 6 Budig
Blackboard Strategies and Tools Fri Jan 4 1:30 PM - 3:00 PM 6 Budig
Blackboard Strategies and Tools Mon Jan 7 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Tues Jan 8 1:30 PM 3:30 PM 6 Budig
Blackboard Strategies and Tools Wed Jan 9 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Thurs Jan 10 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Fri Jan 11 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Mon Jan 14 1:30 PM 3:30 PM 6 Budig
Blackboard Strategies and Tools Tues Jan 15 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Wed Jan 16 1:30 PM 3:30 PM 6 Budig
Blackboard Strategies and Tools Fri Jan 18 1:30 PM 3:30 PM 6 Budig
Blackboard Strategies and Tools Tues Jan 22 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Wed Jan 23 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Thurs Jan 24 1:30 PM 3:30 PM 6 Budig
Blackboard Strategies and Tools Fri Jan 25 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Wed Jan 30 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Thurs Jan 31 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Mon Feb 4 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Tues Feb 5 9:00 AM 11:00 AM 6 Budig
Blackboard Strategies and Tools Thurs Feb 14 1:30 PM 3:30 PM 6 Budig

SoftChalk SoftChalk LessonBuilder Mon Jan 28 10:00 AM 11:00 AM 6 Budig

Data & statistics

SPSS I: Getting Started Mon Feb 4 1:00 PM 3:00 PM Budig
SPSS II: Building SPSS Skills Wed Feb 6 1:00 PM 3:00 PM Budig
SAS Enterprise Guide: Point and Click with SAS Fri Feb 15 1:30 PM 3:30 PM Budig

Office productivity

Databases
All Access (2-day workshop) Tues Jan 8 9:00 AM 4:00 PM Anschutz
All Access (2-day workshop) Wed Jan 9 9:00 AM 4:00 PM Anschutz
Database Design Tues Feb 5 9:00 AM 10:30 AM Budig
Access: Introduction Tues Feb 12 9:00 AM 12:00 PM Budig
Excel
Excel: Introduction Wed Jan 23 1:00 PM 4:00 PM Budig
Excel: Data Management Wed Jan 30 9:00 AM 4:00 PM Budig
Excel: Functions and Data Analysis Tools Wed Feb 6 1:00 PM 4:00 PM Budig
Excel: Charting Wed Feb 13 1:00 PM 3:00 PM Budig
PowerPoint
PowerPoint: Introduction Thurs Jan 24 9:00 AM 12:00 PM Anschutz
PowerPoint: Intermediate Thurs Jan 31 9:00 AM 12:00 AM Anschutz
PowerPoint: Power Hour Fri Feb 1 11:00 AM 12:00 AM Anschutz
Office 2007
Office 2007: Making the Switch Fri Feb 1 9:00 AM 10:30 AM Anschutz
Word
Word: Everyday Tasks Wed Feb 6 10:00 AM 12:00 PM Budig
Word: Document Enhancement Features Tues Feb 12 1:00 PM 3:00 PM Budig

Internet/Email

Outlook 2003: Tips and Tricks Wed Jan 30 11:00 AM 12:30 PM Budig

Research & libraries

EndNote
EndNote: Bibliographies and Cite-While-You-Write (using Windows) Wed Jan 30 9:00 AM 10:30 AM Anschutz
EndNote: Bibliographies and Cite-While-You-Write (using Windows) Tues Feb 12 3:30 PM 5:00 PM Budig
EndNote: Libraries and Databases (using Windows) Wed Jan 23 9:00 AM 10:30 AM Anschutz
EndNote: Libraries and Databases (using Windows) Tues Feb 5 3:30 PM 5:00 PM Budig
EndNote: Libraries and Databases (using Mac) Wed Feb 13 10:00 AM 11:30 AM Budig Media Lab
EndNote: Power Hour Fri Feb 1 1:00 PM 2:00 PM Anschutz
EndNote I in 60 Minutes Thurs Jan 24 6:00 PM 7:00 PM Edwards Campus
EndNote II in 60 Minutes Thurs Jan 31 6:00 PM 7:00 PM Edwards Campus
EndNote III Refresher & Questions - NEW! Thurs Feb 7 6:00 PM 7:00 PM Edwards Campus
RefWorks
RefWorks: Writing and Citing Mon Jan 28 3:00 PM 4:30 PM Anschutz
Finding Statistics and Data for Your Research Wed Jan 30 3:00 PM 4:30 PM Anschutz
Research Essentials
LUNA Insight: An Introduction to KU Digital Images Tues Jan 29 9:00 AM 11:00 AM Budig
Online Research in 60 Minutes Fri Jan 18 12:00 PM 1:00 PM Budig

Computer security

Best Practices/Security Awareness Thurs Jan 24 2:00 PM 4:00 PM Budig
Hardening Network Setup on Computers Tues Feb 5 11:00 AM 1:00 PM Budig

Graphics

Graphics: Foundations Tues Feb 13 11:00 AM 12:30 PM Budig
InDesign: Introduction Tues Jan 29 12:00 PM 3:00 PM Budig

Computing basics

Mac Operating System
Introduction to Personal Computing with Mac OS X Tues Jan 22 9:30 AM 11:30 AM Budig Media Lab
Introduction to Personal Computing with Mac OS X Fri Feb 8 9:30 AM 11:30 AM Budig Media Lab
Windows Operating System
Introduction to Personal Computing with Windows Tues Jan 22 1:30 PM 3:30 PM Budig
Introduction to Personal Computing with Windows Fri Feb 8 9:30 AM 11:30 AM Anschutz

Web authoring

All Dreamweaver (2-day workshop) - NEW! Thurs Jan 10 9:00 AM 4:00 PM Anschutz
All Dreamweaver (2-day workshop) - NEW! Fri Jan 11 9:00 AM 4:00 PM Budig
Dreamweaver: Getting Started Thurs Jan 24 8:30 AM 10:30 AM Budig
Dreamweaver: Getting Started Mon Feb 11 2:00 PM 4:00 PM Budig
Dreamweaver: Creating Web Pages Thurs Jan 31 8:30 AM 10:30 AM Budig
Dreamweaver: Getting Your Site Under Control Thurs Feb 7 8:30 AM 10:00 AM Budig
Dreamweaver: Quick Fixes Thurs Feb 14 8:30 AM 10:00 AM Budig

The All Dreamweaver workshop is designed as a full-day focused look at Dreamweaver in a hands-on learning environment. No prior knowledge of Dreamweaver is required.

Attendees will learn how to use the Internet to access Web pages, through Cascading Style Sheets, and maintaining your Web site. Hands-on work will include configuring Dreamweaver, using Dreamweaver to lay out Web pages, and creating a unified look using style sheets. Additionally, course participants will learn how to create images for the Web using tools such as Photoshop.

EndNote is now offered as two 90 minute workshops, some sessions are also available on the Mac OS!

Formally EndNote: Introduction, these two 90 minute, hands-on workshops teach you how to use the popular reference management software, EndNote XI.

In EndNote: Libraries and Databases, you will learn to import references from library databases and other online resources, and organize those references within an EndNote library. In EndNote: Bibliographies and Cite-While-You-Write, you will use that library of references to insert automatically formatted citations into your papers, articles, and manuscripts using Word and EndNote’s Cite-While-You-Write tool. Attention Mac Users: The EndNote sessions offered on Feb 6th and 13th will be taught on the Mac OS X operating system.