Composing workshops (SPSS and SAS), and assistance with projects utilizing geographic information systems consultation (GIS) in conjunction with the GIS and Numeric Data Lab in Anschutz Library.

“KU Libraries advance university research through organizing and making scholarship available and by enabling the creation and use of new knowledge,” says Deborah Ludwig, assistant dean of collections and scholar services. “The KU Center for Digital Scholarship in Watson Library extends our traditional role to the digital realm.”

Walk-in hours are 10 am to 2 pm, Monday through Friday. Please stop in and visit or contact dludwig@ku.edu for more information.

Hawk Drive Rollout Complete
Hawk Drive is now available to everyone on campus – KU students, faculty, and staff. This document management software was made available to all faculty and staff in April and was recently rolled out to students.

Hawk Drive provides tools to securely share documents and offers 1 GB of safe and accessible file storage. Users can access documents remotely, and Hawk Drive is compatible with both Windows and Mac platforms, using either Internet Explorer or Firefox Web browsers.

To share documents or entire folders in your Hawk Drive account with anyone, you can give read-only or read-write permission—and versioning allows you to review or roll back to past drafts of the document.

You can use Hawk Drive to:
- Co-author papers and projects with colleagues at KU and elsewhere.
- Share drafts within your workgroup.
- Access your files from anywhere via Web browser.
- Automatically save previous versions of documents (academic papers in progress, documents edited by multiple people, etc.).

Hawk Drive training workshops are offered by Instructional Services. Visit www.lib.ku.edu/instruction for more information about upcoming workshops, or go to http://hawkdrive.ku.edu to learn more and get started using Hawk Drive.

Spring 2010

WATSON LIBRARY

WATSON LIBRARY offers new destinations for scholars
Center for Digital Scholarship, Center for Research Methods and Data Analysis offer services on Watson Four

Now researchers on campus have new reasons to go to a familiar destination: Watson Library, the new home of the Center for Research Methods and Data Analysis (CRMDA) and the Center for Digital Scholarship (CDS).

KU Libraries and the College of Liberal Arts and Sciences brought the two centers together as a strategic collaboration that supports KU scholars more efficiently and effectively.

These new centers, located on Watson's fourth floor, provide expertise and consulting, formal and informal meeting spaces, equipment, workshops and educational opportunities for researchers and students engaged in developing research and producing scholarship at KU.

A primary aim of the Center for Research Methods and Data Analysis (CRMDA) is to support social and behavioral scientists in their research, helping them compete for grants and publish in top journals. The CRMDA also helps KU scientists in their research, helping them compete for grants and publish digital research and produce unique digital equipment, workshops and educational opportunities for researchers and students engaged in developing research and producing scholarship at KU.

The purpose of the Center for Digital Scholarship (CDS) is to advance research at KU by helping researchers design and publish digital research and produce unique digital content. The Center provides training in digital production by appointment, consultation in digital publishing, assistance in developing scholarly journals through Journals@KU (http://journals.ku.edu) and support for KU ScholarWorks (http://kuscholarworks.ku.edu). The Center works with faculty, departments and other cultural heritage centers to produce and organize visual image collections (www.lib.ku.edu/imapjgateway). The CDS also offers statistical

Cont’d. on back

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, e-mail training@ku.edu, or call 785-864-0410. You must be confirmed by phone or by 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

Skillet is a joint publication of Instructional Services at the KU Libraries and Instructional Development & Support, and appears four times a year (February, May, August 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 an Information services program, we offer instructional and on-going consultation on developing and using technology in various educational settings. To learn more about technologies, see our Web site at www.lib.ku.edu/skillset.

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 members also meet individually with instructors to accommodate busy schedules. Call, e-mail, or stop by—we’re ready when you are!

Contact IDS at 785-864-2600 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.
**research & libraries**

**EndNote**
- EndNote I in 60 Minutes - Get Endnote & Download Citations from Databases
  - Sat, Feb 13
  - 9:30 AM - 10:30 AM
  - Edwards Campus
- EndNote II in 60 Minutes - Bibliographies, Citations & Word
  - Sat, Feb 20
  - 9:30 AM - 10:30 AM
  - Edwards Campus
- EndNote III - Basic Refresher & FAQ
  - Sat, Feb 27
  - 9:30 AM - 10:30 AM
  - Edwards Campus
- EndNote X3: Power Hour
  - Wed, Feb 10
  - 12:00 PM - 1:00 PM
  - AIC
- EndNote X3: Libraries and Databases
  - Tues, Mar 2
  - 3:30 PM - 5:00 PM
  - AIC
- EndNote X3: Bibliographies and Cite-While-You-Write
  - Tues, Mar 9
  - 3:30 PM - 5:00 PM
  - AIC
- EndNote X3: Power Hour
  - Tues, Mar 16
  - 4:00 PM - 5:00 PM
  - AIC

**Scholarly Research Web & Web 2.0**
- SPSS III: Output and Graphics
  - Thurs, Feb 11
  - 11:00 AM - 1:00 PM
  - AIC

**office productivity**

**Databases**
- Access 2007: Introduction
  - Wed, Feb 24
  - 1:00 PM - 5:00 PM
  - Budig
- Access 2007: Queries
  - Wed, Mar 3
  - 1:00 PM - 4:00 PM
  - Budig
- Access 2007: Forms
  - Wed, Mar 10
  - 1:00 PM - 4:00 PM
  - Budig
- Access 2007: Reports
  - Wed, Mar 24
  - 1:00 PM - 4:00 PM
  - Budig
- Excel
  - Excel 2007: Charts and Graphics
    - Thurs, Feb 11
    - 1:00 PM - 2:30 PM
    - Budig
  - Excel 2007: Data Management
    - Thurs, Feb 18
    - 1:00 PM - 3:00 PM
    - Budig
  - Excel 2007: Functions & Data Analysis
    - Thurs, Feb 25
    - 1:00 PM - 3:00 PM
    - Budig

**PowerPoint**
- PowerPoint 2007: Introduction
  - Tues, Feb 23
  - 9:00 AM - 12:00 PM
  - Budig
- PowerPoint 2007: Intermediate
  - Tues, Mar 9
  - 9:00 AM - 12:00 PM
  - Budig
- PowerPoint: Presentation Tips
  - Thurs, Mar 4
  - 3:30 PM - 4:30 PM
  - Budig
- PowerPoint 2007: Using Graphics to Create Awesome Presentations
  - Wed, Mar 31
  - 1:00 PM - 3:00 PM
  - Budig

**Word**
- Word 2007: Everyday Tasks
  - Tues, Feb 9
  - 10:00 AM - 12:00 PM
  - Budig
- Word 2007: Formatting and Visual Impact
  - Wed, Mar 24
  - 10:30 AM - 12:00 PM
  - AIC
- Word 2007: Controlling Document Layout
  - Wed, Mar 31
  - 10:30 AM - 12:00 PM
  - AIC
- Word 2007: Table of Contents, Figures and Index Tools
  - Wed, Apr 7
  - 10:30 AM - 12:00 PM
  - AIC

**Hawk Drive**
- Hawk Drive: Hands-on
  - Mon, Feb 15
  - 3:00 PM - 5:00 PM
  - CIC
- Hawk Drive: Hands-on
  - Fri, Apr 9
  - 9:00 AM - 11:00 AM
  - CIC

**PDF: For Theses & Dissertations**
- PDF: For Theses & Dissertations
  - Fri, Apr 12
  - 12:00 PM - 1:00 PM
  - AIC

**connectivity/internet/security**

**Home Network & Computer Security**
- Home Network & Computer Security
  - Tues, Feb 9
  - 2:00 PM - 4:00 PM
  - Budig

**KU Anywhere**
- KU Anywhere: Where do you want to work today?
  - Wed, Apr 28
  - 2:00 PM - 3:30 PM
  - AIC

**Adobe Connect Pro**
- Adobe Connect Pro: Online Meetings and Instruction
  - Wed, Mar 10
  - 10:30 AM - 11:30 AM
  - Budig
- Adobe Connect Pro: Online Meetings and Instruction
  - Thurs, Mar 11
  - 1:00 PM - 2:30 PM
  - Budig

**instructional development**

**Blackboard Strategies and Tools**
- Bb Strategies and Tools
  - Fri, Feb 19
  - 9:00 AM - 11:00 AM
  - 6 Budig

**SoftChalk LessonBuilder**
- SoftChalk LessonBuilder
  - Wed, Mar 18
  - 10:00 AM - 11:00 AM
  - 6 Budig

**SoftChalk LessonBuilder**
- SoftChalk LessonBuilder
  - Fri, Apr 23
  - 12:00 PM - 1:00 PM
  - AIC

**Adobe Connect Pro**
- Adobe Connect Pro: Online Meetings and Instruction
  - Wed, Mar 10
  - 10:30 AM - 11:30 AM
  - Budig

**Electronic Theses & Dissertations (ETD) Workshop**
- The Electronic Theses and Dissertations (ETD) Workshop will be offered on Tuesday, March 30th from 3:30 to 5 pm in Alderson Auditorium at the Kansas Union. We'll cover the online submission process and the steps leading up to it, deciding on publishing options, deciding whether to register your copyright, getting the title and acceptance pages signed and turned in, paying fees, dealing with formatting, supplementary files and making a PDF version of your dissertation to submit. The workshop is co-sponsored by the Office of Research and Graduate Studies (RGS) and KU Libraries, and is designed primarily for graduate students, but faculty and other interested parties are welcome, too. No registration is required.

**Sky练**
- spring 2010
- All workshops are FREE. See back page for details on workshop locations.

See more workshop listings and register online at www.infotraining.ku.edu

Questions? Call 864-0410 or e-mail training@ku.edu