

THE WIRE

April 2010

Information Technology news at Eastern

Instructional Technology Issue



Incubator Classroom

The Incubator Classroom located in the Technology Commons in Powell is a 40-seat ergonomically designed state-of-art classroom equipped with the latest hardware and software, including some of the most popular products, such as tablet PCs, audience response system, classroom control software and interactive whiteboard and projection technology.

This summer, a projector control system -- which allows instructors to give an individual student control of the projector -- will be implemented. Transferring the projector to a student so that they can show what is on their screen facilitates class discussions and enhances student understanding.

The instructor workstation includes a desktop PC, a tablet PC, a document camera, and a webcam with high resolution. Four projection screens can be routed to different inputs such as DVD, VHS, Tablet, and Document Camera. With the webcam, classroom participants can Skype and talk to people all over the world.

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Information Technology at Eastern Kentucky University
Presents the 3rd Annual

INSTRUCTIONAL TECHNOLOGY Showcase

April 27 • 10:00am-3:00pm

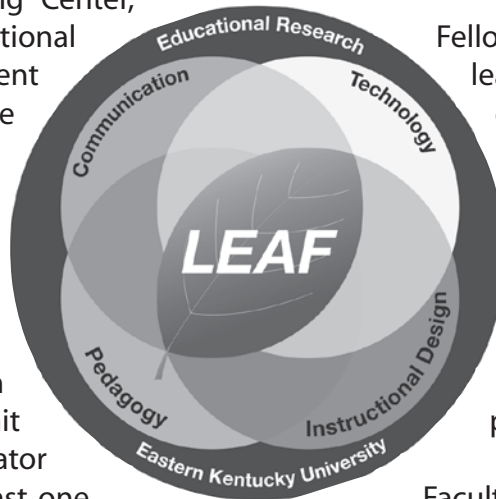
Powell Building • Technology Commons

The Learning Environment for Academia's Future

LEAF The Learning Environment for Academia's Future is a collaboration between the Teaching & Learning Center, Information Technology, Instructional Development Center, the Department of Communication, and the College of Education. The mission of the program is to engage faculty and students in new teaching methodologies, technologies and classroom spaces.

Participating faculty will be paired with a with an expert in Instructional Technology; commit to teaching one class in the incubator classroom; and agree to use at least one technology in the incubator classroom. Train-

ing sessions and technology workshops will be made available to LEAF Fellows.



Fellows in the new LEAF program will learn and use pedagogies and technologies that enhance student learning. Fellows will examine pedagogical practices, instructional design, and communication theory and practice. The outcomes will be measured and shared with colleagues. The LEAF program is an opportunity to synthesize and apply best practices in teaching and research.

Faculty may apply to be a LEAF fellow by going to www.leaf.eku.edu.

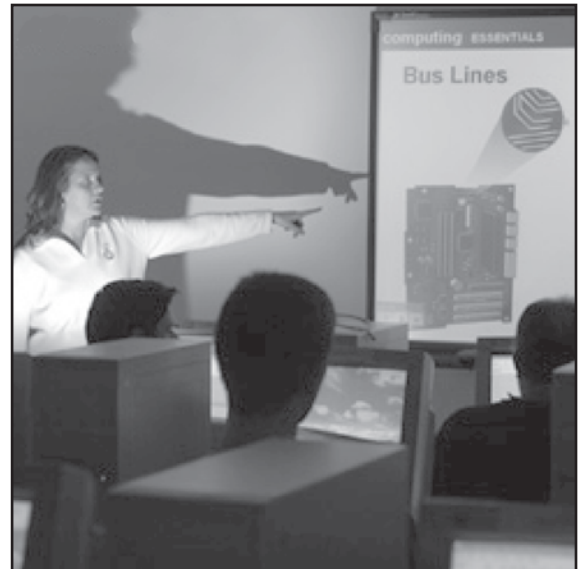
Instructional Technology Classrooms

IT offers several computer lab rooms that teachers can reserve for one-time use. The labs are equipped with computers, projectors and smartboards, making them perfect for multimedia presentations, in-class Blackboard tests and much more.

Faculty: You can reserve one of IT's computer classroom labs for your next class right now. Call (859) 622-3000 to check availability and reserve a room.

Technology-Enabled Classrooms:

- Incubator Classroom (Tech Commons, Powell)
- Crabbe Library Classroom
- Maroon Room (Combs 219)
- White Room (Combs 230)
- Red Room--Macintosh (Combs 230)



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Tech Commons

The EKU Tech Commons is located in room 13 of the Powell Building on the plaza floor around the corner from the Fountain Food Court. This facility features the Incubator Classroom (see article on page 1).

A spacious computer lab in the Tech Commons is available to students. The lab has a color printer and a black and white printer for students.

In an adjacent area, students can relax in comfortable couches and chairs in the student lounge area. This area features a projection screen and several 22" wide computer monitors for students to connect to their laptops. Group meetings can be conducted in this area. Students are free to bring beverages and snacks along with their laptops and connect to the wireless internet available on campus.

The **Paper Jam**, located in the Tech Commons is a fully equipped business center available to all students, faculty, and staff.

The center features a:

- large format printer
- colored copier/printer
- laminator
- binding/coiling

Depending on availability, students and faculty can check out equipment including:

- projectors (3 business days)
- digital cameras (2 business days)
- laptops (4-hours, 2 or 5 business days)
- digital camcorders (2 business days)

Finding People

Finding people at EKU has never been easier. Many options are available on the People – Contact Us page and Outlook has a few tricks you may not have used.

On the **People – Contact Us** page, search for or by:

1. first or last name;
2. faculty, staff or students;
3. university area;
4. undergraduate or graduate admissions;
5. colleges
6. administrative offices and
7. academic departments



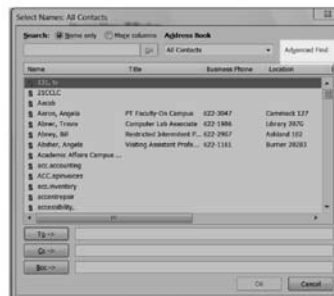
People – Contact Us page at <http://www.web.eku.edu/contact>



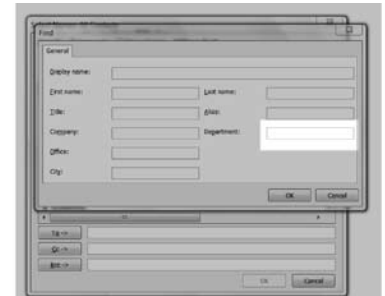
Searching by university area.

In **Outlook**, try these steps to find the same information, but this time from the **Outlook Address Book**:

1. New Message
2. To...
3. Advanced Find
4. Department
5. Type in name of department and click Okay.



Using Advanced Find to find people by University area, name, and more...



In Outlook, using Advanced Find to view people in a specific University area.

Don't take the phisher's bait

Anatomy of a fake email

From: **administrator@ipaypal.com** — **Fake sender's address**

To: eastern_student31@eku.edu

Subject: **Re: Your Account** — **Fake reply subject**

To our valued customer: — **Generic greeting**

"Verify your account"

We are currently in the process of updating our servers and so we need you to **verify your account information.**

Spelling and grammar

Please **re ply to these message** right away with your **address and social securty number** or we will have to deactivate your account.

Personal information

If you do not **reply within 24 hours,** your account will be placed on hold and then deleted.

Urgency

If you have any questions, please visit our online help page at **www.ipaypalsecure.com,** or download the information file **attachment.**

Bogus URL

Customer relations

Suspicious attachment

www.Paypal.com

Fake link

Ten ways to spot scams in emails before they get the best of you

1: Fake sender's address

It's very easy for phishers to modify the email address that appears in the "from" line of an email. Just because the sender looks trustworthy doesn't mean it is.

2: Fake reply subject

Sometimes the subject of a fake email will appear to be a reply to something you sent. If you receive a "Re:" email and you never sent an initial email, you should be very suspicious of it.

3: Generic greeting

If the email greets you as a "valued customer" or some other generic title, you should be suspicious. If the sender doesn't know your name, that's a bad sign.

4: 'Verify your account'

If an email asks you to "verify your account information," it is probably a phishing scam. Authentic senders like EKU or Pay pal will never ask you to do this via email.

5: Spelling/grammar errors

Phishing emails often have spelling or grammatical errors. Spam filters won't necessarily catch misspelled words, so phishers will misspell to get by email filters.

6: Requests for personal information

Never give out any personal information like your social security number via email. Never ever ever.

7: Urgent response requests

If the email says you need to reply right away, or makes veiled threats if you don't reply, odds are it's fake.

8: Bogus URLs

Don't trust URLs that are close to well-known URLs but slightly different, like ebaysecure.com or paypal-verify.com.

9: Suspicious attachments

If an email has an attachment, be careful. If you don't know the exact source of the email, don't download the attachment—it could be a virus.

10. Fake links

Just because a link in the email says "www.eku.edu" doesn't mean that's where it will take you. Phishers can make fake Web sites that look like the real ones. Pay attention to the actual URL the link takes you to.