Assistance available to

STOP SMOKING!

‘SmokNoMore’

Call X1357 for appointments

Bro. Edward Conway, FSC,
Certified Addictions Counselor

AOD Program – Health Services
Division of Student Affairs
The Psychology Department of La Salle University announces that

Chanelle T. Bishop

will defend her doctoral dissertation:

Somatic Complaints in Adolescents: The Role of Parental Involvement and Delinquency

The La Salle University community is invited to attend and listen to the presentation.

Monday, June 27, 2005
Room 404, College Hall
3:00-4:00

The Psychology Department of La Salle University announces that

Sharon Elaine Rinks

will defend her doctoral dissertation:

Preschool Therapeutic Playgroup Process: A Grounded Theory Analysis

The La Salle University community is invited to attend and listen to the presentation.

Wednesday, June 29, 2005
Room 404, College Hall
10:30-11:30
Introduction to WebCT - Course Management System

1. Learn the tools and functions of the course management system
2. Learn how use WebCT as a supplement to your face to face instruction
3. Learn the basics of the instructional design process, taking your existing content and redesigning it for the web
4. Learn strategies for managing your on-line course

2 Hrs | Computer Lab TBA
Tuesday, July 19 | 10:00 A.M. to Noon

WebCT Part II: Content Development

This is the a continuation from the introductory segment. You will begin the initial steps of your course creation, giving you the opportunity to upload your own content and add different WebCT tools.

2 Hrs. | Computer Lab TBA
Thursday, July 21 | 10:00 A.M. to Noon

HTML for WebCT

You will learn how to refine your existing content by using html editors. Using html allows for better navigation, quicker upload of content and gives your content a cleaner appearance.

2 Hrs. Computer Lab
Thursday, July 14 | 10:00 A.M. to Noon
Tuesday, July 26 | 10:00 A.M. to Noon

Power Point for WebCT

You will learn how to transition the content in your existing Power Point presentations into materials that lend themselves better to self-paced interaction. Focus will be on grouping and linking related content and adding more effective visuals and navigation.

2 Hrs. Computer Lab
Monday, July 18 | 10:00 A.M. to Noon
Thursday, July 28 | 10:00 A.M. to Noon

How to Use a Multimedia Cart

You will learn how to use our Multimedia Carts to produce effective presentations for your classes and procure a useful tool for your students' presentations as well.

15 min. Olney 119
Monday, July 18 | 1-1:15pm
Tuesday, July 26 | 1-1:15pm

How to Use Olney 100

You will learn how to use one of the most popular rooms on campus for computer, VHS, DVD, and audio presentation

15min. Olney 100
Monday, July 18 | 1:45 - 2pm
Tuesday, July 26 | 1:45 -2pm

More Training Opportunities are continued on the following page...
How to Use a Digital Camcorder—OPEN TO FACULTY AND STUDENTS!
You will learn how to use a higher quality, more reliable (and, come Fall 2005, the only type available) videocamera. You will also learn the procedures that your students (or you, if you are a student) will follow to acquire VHS or DVD copies of what they record with this new, high resolution medium.

30 min.  Olney 119

Monday, July 18 | 1:15 - 1:45pm
Tuesday, July 26 | 1:15 - 1:45pm

My Courses in mylasalle

Uses the functionality in mylasalle to post your syllabus and other similar sized documents and use simple tools to provide an online component to your classes. For the technology novice in terms of online course management functionality.

1 hour
Monday, July 25 2:00 P.M. to 3:00 P.M

Register for these free training sessions by logging on to mylasalle and clicking on the Academic Technology Summer Training link in the Front and Center channel.

Important Notice Regarding mylasalle and Web CT!

We are pleased to announce that through the efforts of the Information Technology Department, the Single Sign-On (SSO) feature will be applied to the WebCT application through the mylasalle portal on Monday, June 20th.

Because of this enhancement, you will no longer need to login a second time when you click on the WebCT Icon inside mylasalle to access courses that utilize this tool.

At this time, it is also important to note that in order to accommodate the session duration required for WebCT (120 minutes), the mylasalle session "timeout" will need to be adjusted to be in parallel with the course management system. This will mean that once logged into mylasalle, your portal account should remain active for a period of 120 minutes prior to "timing out," unless, of course, you logout prior to this established time limit.

Users are reminded that when leaving your pc/laptop/device unattended, you should always make sure to log off the system to protect your privacy. Please use the “Log out” icon at the top right of your mylasalle portal layout to perform this function.

If you experience any problems or if you have questions or concerns, please do not hesitate to contact us.

Jo Anne Snarponis                                                                 Jim Sell
Director of Distributed Education (WebCT)                                         Director of Portal Communication (mylasalle)
Olney Hall 205                                                                   Olney Hall 212
215.991.3502                                                                    215.991.3615
snarponi@lasalle.edu                                                            jsell@lasalle.edu
Agenda

Announcing: Back to Basics: Customer Service

Facilitated by: Paul Roden, Training Manager

Time: 9:00 am to 11:30 am

Dates: July 20, OR August 4, OR August 10

Location: Hayman Center, Mezzanine Conference Room

OR

Time: 1:00 pm to 3:00 pm

Dates: July 12 OR August 18 OR August 23

Location: Room 310 Union Building

What will you learn?

- Basic Principles of Customer Service
- Telephone Answering Skills
- Service Recovery and Service Improvement

How will you learn?

- Video tape modeling
- Lecture
- Discussion
- Case Studies

Who do I contact to register and for more information?

Paul Roden: ext 3607, E-Mail: roden@lasalle.edu or Box 806, Administration Center 104, Fax 1453.
TRAINING REGISTRATION INFORMATION

Training Session: Back to Basics: Customer Service

Dates & Times Offered: 7/20 OR 8/4 OR 8/10 9:00 am to 11:00 am

Location: Hayman Center, Mezzanine Conference Room

OR

Dates & Times Offered: 7/12 OR 8/18 OR 8/23 1:00 pm to 3:00 pm

Location: Union 310

Name: __________________________

Department: ______________________

Session Date:

First Preference: __________________

Second Preference: __________________

Please return to Mr. Paul Roden
Training Manager
Human Resources

You may also contact Paul directly at extension 3607 or email him at Roden@lasalle.edu.

Information regarding all Training Seminars will also be posted in Campus News, mylasalle portal and the Human Resources website.
Join the Baltimore Alumni Club for a day at Camden Yards !!!

Enjoy a picnic reception and watch the Baltimore Orioles take on the World Series Champs - the Boston Red Sox - on Saturday, July 9th!

11:50 AM Picnic Reception in the Bull Pen Picnic Area (the picnic will have Bourbon Barbecue brisket of beef, hot dogs, pasta salad, popcorn, ice cream, fruit, draft beer and soda) followed by a 1:20 PM Game Time.

Cost: $30 per person (includes food and game ticket)

R.S.V.P. by Thursday, July 7, 2005 to the Office of Alumni Relations by calling x1535 or emailing alumni@lasalle.edu. Please have your VISA, MasterCard, or AMEX number available. Also, checks can be made payable to La Salle University.

Hope to see you there!
Coordinator of the Part-Time Undergraduate Nursing Program

The School of Nursing has an opening for the Coordinator of the Part-Time Undergraduate Nursing Program at La Salle University’s Main and Bucks County Campuses. This full-time position is available in August of 2005.

Qualifications:
The successful candidate should have university administrative experience and a Master’s Degree is required for this position. Full benefits package including tuition remission.

Submit letter of intent, resume, and names, addresses, and telephone numbers of three references to:

Diane M. Wieland, PhD, RN, CS, Undergraduate Director
La Salle University, School of Nursing
1900 West Olney Avenue
Philadelphia, PA 19141
Phone: (215) 951-1432
FAX: (215) 951-1896

Search will remain open until position filled.

Library Technician

Circulation Department has a full-time library technician position available. Position provides circulation and reserve services to Library users. Some additional duties involve the maintenance of the book collection.

Normal hours are: Monday through Wednesday 4:00pm to Midnight, Sunday 12:00pm to 8:00pm and Saturday 10:00am to 6:00pm. Days and hours vary during semester breaks, holidays, exams and summer sessions.

Position requires good interpersonal skills, basic computer skills and the ability to work unsupervised at times. Applicant must be able to handle books to process and/or shelve them. This involves lifting large volumes and bending or reaching to shelve them.

Full benefits package including tuition remission.

Applicants should submit a detailed resume, names of 3 business references and a cover letter by July 8, 2005 to:

Christopher Kibler
Access Services Librarian
Connelly Library
La Salle University
1900 W. Olney Ave.
Philadelphia, PA 19141-1199.
Procedures for Submitting Items for Inclusion in the Campus News

All information must be submitted electronically as text by selecting a web form located in the Campus News channel in the mylasalle portal (located in the Staff Services Tab).

- Accompanying graphics may be submitted separately in the following manner:
  - via e-mail to the campusnews@lasalle.edu. The article title must be included in the subject line of the e-mail.
  - via floppy disk or CD
  - will be limited to one per article, unless a specific need for additional graphics is articulated. (EX: If La Salle and another organization partner for an event, the logos of both La Salle and the partnering organization would certainly be permissible.)

- PLEASE NOTE THE FOLLOWING: Graphics submitted may be resized to fit the document layout. Logos, signatures, and other graphics that are likely to be used frequently can be kept on file for future use. Please add a comment to this effect when you submit your graphic.

If you have any questions or need assistance...

We realize that the community is being asked to work a bit differently in terms of submitting articles to be included in the Campus News.

By supplying standard web forms for your use, we are attempting to create efficient processes that will make it easier for you to submit articles. For example, employment postings will be automatically routed to the appropriate individuals in Human Resources for review prior to being sent to the Campus News.

If you need assistance with submissions, please contact Jim Sell at 215-991-3615 or jsell@lasalle.edu

Sam Pino at pino@lasalle.edu (X1039)
Mail and Duplicating

Jim Sell at jsell@lasalle.edu (X3615)
Portal Communications

<table>
<thead>
<tr>
<th>Deadlines for Submission/Campus News Disclaimer</th>
</tr>
</thead>
<tbody>
<tr>
<td>• General News, Meeting Minutes, Events, and Other News: <strong>Wednesday at 4:00 PM</strong></td>
</tr>
<tr>
<td>• <strong>NEW!</strong> Positions of Employment at La Salle University: <strong>Monday at 2:00 PM</strong></td>
</tr>
</tbody>
</table>

**Campus News** is distributed weekly to foster communication and encourage information sharing among University departments. Articles submitted are the responsibility of their authors alone and do not imply an opinion on the part of La Salle University or the Department of Mail and Duplicating Services or Portal Communications.