The Instructional Technology Center is available for students, faculty and community members to create educational materials for their classroom and use technology for their own education related projects. For more information about the ITC please contact Tom Grissom at csgtg@eiu.edu or call the ITC at 581-3823.

The ITC also manages two technology-related student proficiencies. See the related article on Student Proficiencies in this newsletter for more information about the Student Technology Proficiency and the ITC Equipment Proficiency.

For Fall semester 2003 the ITC checked out the following equipment:

- 482 Computer Carts
- 68 Wireless Labs
- 56 Digital Cameras
- 57 Laptops
- 8 TV/VCR’s
- 6 Tape Recorders

The Instructional Technology Center is available for students, faculty and community members to create educational materials for their classroom and use technology for their own education related projects.

For more information about the ITC please contact Tom Grissom at csgtg@eiu.edu or call the ITC at 581-3823.

ITC HOURS — Spring 2004

**ITC Hours:**
Buzzard Hall, Room 1430/1440
**Monday thru Thursday**
7:30 am—Midnight
**Friday**
7:30am—10:00pm
**Saturday**—Closed
**Sunday**
12:30pm-10:30pm

**Note:** Eleven course sections are scheduled to use the ITC Lab, Room 1430 for Spring 2004 and will be unavailable during class times. Below is the schedule for open times for ITC Lab 1430.

**ITC Open Lab hours for Fall 2003:**
**Monday**
7:30-8:00am, 9:15am-10:00am, 11:15am-4:00pm
6:30pm-Midnight
**Tuesday**
7:30-8:00am, 9:15am-10:00am, 11:15am-1:00pm, 2:15pm-4:00pm, 6:30pm-Midnight
**Wednesday**
7:30-8:00am, 9:15am-10:00am, 11:15am-4:00pm
6:30pm-7:00pm, 7:30pm-Midnight
**Thursday**
7:30-8:00am, 9:15am-10:00am, 11:15am-4:00pm
2:15pm-4:00pm, 6:30pm-7:00pm, 9:30pm-Midnight
**Friday**
7:30am—10:00pm
**Saturday**—Closed
**Sunday**
12:30pm—10:30pm

**Wednesday:** 7:30-8:00am, 9:15am-10:00am, 11:15am-4:00pm
6:30pm-7:00pm, 7:30pm-9:30pm
**Thursday:**
7:30-8:00am, 9:15am-10:00am, 11:15am-4:00pm
2:15pm-4:00pm, 6:30pm-7:00pm, 9:30pm-Midnight
**Friday:** 7:30am—10:00pm
**Saturday**—Closed
**Sunday**
12:30pm—10:30pm
**ITC Moves to Uniprint**

**What is Uniprint?**

Uniprint is a print submission and copier management system that allows simple print and copy management with flexible output options for students. The Instructional Technology Center has been equipped with two printer/copier units that use the Uniprint system. Students may now print documents from any connected computer workstation in Buzzard Hall Room 1430 (ITC Computer Lab) or Room 1440. Once a print job has been submitted students go to the Printer Release Station, insert their Panther Card in the debit card reader, and view the printing cost to make the final determination to print or cancel the job. Once a student accepts the printing job the cost of the printing/copying is deducted from their Panther Card. EIU is standardizing on the Uniprint system across campus. The Uniprint system was successfully piloted last semester in Lumpkin computer labs and the Gregg Triad 24 hour student lab.

** Panther Cards now required for ITC printing and copying**

EIU Panther Cards are now required of all students wanting to print or copy in the Instructional Technology Center (Buzzard Hall, Rooms 1430/1440). Print-outs are 8 cents per page and copies are 5 cents per page.

**Cash-to-Chip machines**

Students may add money to their Panther Card at any Cash-to-Chip machine located conveniently across campus. The closest Cash-to-Chip machines for Buzzard Hall are located in the MLK University Union and Booth Library.

For more information about your EIU Panther Card, Panther Cash, or the location of Cash-to-Chip machines please visit: [www.eiu.edu/~campusid](http://www.eiu.edu/~campusid)

If you need assistance with the Uniprint system please see an ITC Staff person.

---

**MORE TEC’S COMPLETED AND UPDATED**

CEPS completed five new Technology Enhanced Classrooms (TEC’s) during Fall semester 2003. In Buzzard Hall we completed installation of TEC equipment for rooms 2440, 2442, 2444, and we also added a permanent projection unit in room 2439. In McAfee we completed two new Technology Enhanced Classrooms for rooms 2631 and 2611.

CEPS now has a total of 26 Technology Enhanced Classrooms for the benefit of faculty and students. Plans are now underway to add a “switchbox” to existing CEPS TEC’s that will allow users to connect a laptop computer to the presentation projector.

Buzzard Hall, Room 1103 received a new PC to replace the aging computer over the holiday break.
Student Proficiencies

Student Technology Proficiency (STP)
All teacher education candidates are required to pass the entry-level Student Technology Proficiency prior to being admitted to the EIU Teacher Education Program. Students may register in the Dean's Office of the College of Education and Professional Studies, Room 1420, Buzzard Hall. Students must bring their EIU Panther Card the day of STP testing for identification.

Fall 2003 STP Results
For Fall Semester 2003 572 students completed the Student Technology Proficiency. The STP schedule for Spring semester 2004 is now available at:
www.eiu.edu/ceps/stp

ITC Equipment Proficiency
Arrangements are now underway for the Spring 2004 ITC Equipment Proficiency. Last semester the ITC administered the equipment proficiency to 13 course sections and served over 300 students. For more information about the ITC Equipment Proficiency please visit:
www.eiu.edu/ceps/itc

CEPS Student Technology Survey Completed
The CEPS Technology Committee administered a Student Technology Survey to select classes for Fall semester 2003. Data was collected from 548 students and is currently in the process of being analyzed.

When the data analysis is completed the results of the Student Technology Survey will be posted on the CEPS website under the Technology section at: www.eiu.edu/ceps/tech

Here is one interesting bit of information from the survey: 511 out of the 548 students that completed the survey stated they owned or had immediate access to a personal computer.

A big THANK YOU goes out to all the CEPS Technology Committee members and all the CEPS faculty who helped get the word out for students to participate in this survey.

Data will be used by the tech committee for planning purposes and to make improvements for technology-related activities sponsored by our college.

“511 out of the 548 students that completed the survey stated they owned or had immediate access to a personal computer.”

Digital Cameras Available for Faculty Checkout

- Sony Mavica Digital cameras – The ITC has seven digital cameras available for checkout to faculty only. Please call ahead to reserve a camera. You must pick up the camera in the ITC.

- Panasonic Digital Video Camcorder—The ITC has seven digital video camcorders. You must supply your own mini DV cassette to record. The camcorders may checked out to faculty only.

Please call ahead to reserve a digital camera or camcorder. You must pick up the camcorder in the ITC.

The ITC also has one portable laptop computer and projection unit available for faculty checkout for use at conferences and other presentations.
Instructional Technology Center

The CEPS Instructional Technology Center is available for students, faculty and community members to create educational materials for their classroom and use technology for their own education related projects. The ITC has available computers, scanners, digital cameras, digital camcorders, videotape camcorders, Ellison dies, tripods, cassette recorders, portable overheads and slide projectors for faculty members to check out and use in their classes.

Mobile Wireless Computer Lab Available

The ITC has two portable computer labs available for faculty members to check out. Each lab has 16 Gateway computers in a mobile cabinet that can be wheeled into a classroom in Buzzard Hall. To reserve one or both of the labs, please call 581-3823 to reserve and/or receive training on how to use the mobile labs and setup the laptop computers for classroom use.

Classroom Security

Reminder:

Please lock the podium cabinets in all Technology Enhanced Classrooms and lock the classroom door at the completion of your class. Because we are sharing the facility there will be additional equipment in many of the classrooms and we will need to make sure that all doors are secured between classes.

Please be sure to turn off computer projectors when you are finished teaching your class. Replacement projector bulbs cost $500 and turning off projectors when finished will increase the life of existing equipment.

Thank You!

Visit the CEPS Technology Website!

www.eiu.edu/ceps/tech