

### **Table of Contents**

ITEM	PAGE
1. Welcome	3
2. Agenda	4
3. Elluminate	6
Join Live Training Sessions	
Sign Up for vRoom	
Partner Assignments I and II (Elluminate Practice)	
4. Conference Calling	8
5. <u>Qarbon</u>	9
6. Skype	12
7. YouTube	13
8. Video Clip/camcorder	14
9. Audio	15
10. <u>Wikis</u>	17
11. <u>Blogs</u>	18
12. <u>Second Life</u>	19
13. <u>Participant List</u>	21
14. <u>Assigned GMails</u>	22
15. <u>Participant Elluminate Passwords</u>	23
16. <u>Lab Assignments</u> for Day 2: Morning Sessions	25
17. <u>Skype Roles</u>	26

## Welcome to the Distance Ed Retreat, a Colorado Hybrid Initiative (CHI) sponsored by your CED/AEFLA staff

It was not easy for you to get here during this most demanding time of the year. Your presence is appreciated now and will be most appreciated later by the students you serve.

This retreat is an immersion experience. You will be exposed to a lot of technology tools with the purpose of showing some of what's "out there" and giving you the chance to actually produce files or offer services with the tools available here.

As with any ocean experience, you are not expected to go out there and start deep diving right away. We hope that you will, however, enjoy the views and walk in ankle, knee, or waist deep, as far as you feel comfortable. Select one tool that you will apply when you get back. One is enough to get started. Keep this guide handy as you or your staff chooses to experiment with more.

On Day 1, you will be instructed by an Elluminate Professional, who will walk you through the tool in two segments. After the introductory segment, you will actually connect to a partner and offer instruction. Part II will end the afternoon, giving you additional skills that you can practice back at your site.

On Day 2, some of you will attend the QArbon session with a QArbon professional. You will learn how to create interactive segments for students, including quizzes, and actually develop a few slides to share with each other. You will be assigned to that session, depending on whether or not your program was selected to receive the application with rights to publish slides and record students progress. Concurrent with the QArbon training, are a series of sessions to introduce you to creating blogs, sound clips and video clips and using them among your students.

Day 2 will end with a hands-on session in Second Life, where you will actually create your avatar and explore the educational possibilities in this fascinating world!

Your trainers are professionals from Elluminate and QArbon; Dr. Alice Bedard-Voorhees, Colorado Moutain College; Sue Spengler, Harrison Adult and Family Education; and Leecy Wise, 4CPDRC. We teach best what we, ourselves, are learning.

You have two growing resources that invite your participation after you leave the Retreat. Use them; contribute to them; learn from them; share them.

http://coloradoadulted.org/CHI - Your Website with growing information on hybrid instruction

http://freecal.brownbearsw.com/CHI - Your interactive calendar

http://cohybridinitiative.blogspot.com/ - Your blog

http://chiresources.pbwiki.com/ - Your Wiki (Please contact me to be added as a writer!)

2

Agendas for Days I and II
Email addresses for each participant are listed in this Guide.

TIME	DAY I Activities – Th, May 22, 11:00 AM – 4:45		
11:00	Lunch, Registration and Agenda		
	When you arrive at the hotel for the first time, you will be greeted in the lobby and given a badge for your two days of training. You will also be given your meal tickets at that time.		
	Once you order your meal, please convene in our private dining room for dialog and a review and discussion of afternoon events.		
	At 12:15, you will be in a seat in one of the labs (follow assignments on page 7 of this guide). You will join the live instruction, following the steps given on page 6 of this guide: INSTRUCTIONS FOR JOINING THE WORKSHOP.		
Session I	LAB 1: Small Lab	Session I: Large Lab	
12:15	Part I: Join an <i>Elluminate</i> session in your lab: Intro using <i>Elluminate</i> Elluminate Instructor— Join the "classroom" following the instructions in your Guide.		
1:30	Design a 5 minute how-to segment to be taught in <i>Elluminate</i> .  Acquire your own vRoom (use your assigned email address) and join your assigned partner. Decide whose vRoom to use and send out an invitation.  Join your assigned partner (s) from the other lab online, and, together, review the tools you learned taking turns moderating. Teach your 5 minute how-to session in <i>Elluminate</i> , using VRooms. Exchange segments with your partner. You will be given the emails of other participants so that you may invite them to join you.		
2:45	Break with Snacks (Arrange to join additional <i>Elluminate</i> at 3:00)		
3:00	Plan to join a new partner for a short additional practice in your vRoom.		
3:30	Part II of Moderating an <i>Elluminate</i> Session Elluminate Instructor		
4:45	Review the afternoon's sessions and complete an evaluation.		

How will you use what you learned today?

TIME	DAY II Activities – F, May 23, 8:30 AM – 4:45		
7:00	Breakfast (Take your time, but be <i>on time</i> in the labs at 8:30!)		
8:30	Join Leecy Wise in your labs, using <i>Elluminate</i> to review Day I and the <i>Elluminat</i> -ing experiences and clarify questions! Review <i>Elluminate</i> tutorials online as well as the learningtimes.org site		
	LAB 1: Small Lab	LAB 2: Large Lab	
9:00 Session II	Part I: Introduction to <i>QArbon</i> Enterprise and its features (Programs receiving license) QArbon Instructor	Create and publish a video clip (camcorders available), following instructions. Copy images onto the desktop and into different applications. (These will be used later.) Leecy Wise	
10:05	Break with Snacks		
10:20 Session III	Create a four-five slide presentation using <i>QArbon</i> .  Add an interactive quiz with two questions to your presentation.  Publish your presentation.	Interact with a colleague on Skype, playing roles that will be given to you. Explore other free conferencing tools. Leecy Wise	
11:00 Session IV	Part II: <i>QArbon</i> Enterprise and its features - QArbon Instructor	Moodle: Explore the features of your CMS and interact with your colleagues on assigned prompts. Create and save a sound file in Audacity. Leecy Wise	
12:15	UNCH  Once you order your meal, please convene in our private dining room for dialog and a review and discussion of afternoon events.		
	LAB 1: 12 seats Sue Spengler	ats LAB 2: 15 seats	
1:15 Session V	Introduction to Web 2.0 tools. Create and share a blog and a wiki for adult ESL students, following instructions by an experienced teacher. (Sound and images added.)	Introduction to Web 2.0 tools. Create and share a blog in different content areas, following instructions by an experienced teacher. (Sound and images added.)	
2:45	Complete an online evaluation. Pick up your boxed snacks and stay in touch!		
3:00 – 4:45 <b>Session VI</b>	Lab 2 - Experience <i>Second Life</i> ! Download software, create an avatar, and travel through educational opportunities in another world! Space is limited to 15 people.  Dr. Alice Bedard-Voorhees		

How will you use what you learned today?

#### 3

## ELLUMINATE INFORMATION AND INSTRUCTIONS

(CDE/AEFLA has a 10-seat license at your disposal)

Elluminate is a highly scalable eLearning and collaborative environment for use by academic institutions. "Elluminate, Inc. provides proven, best-in-class solutions for real-time online learning and collaboration that deliver exceptional outcomes, including enhanced learning experiences, increased retention and completion rates, and higher ROI. Elluminate Live! features high-quality voice over the Internet, robust interactive functionality, and unique No User Left Behind<sup>TM</sup> technology that supports multiple platforms and low-bandwidth connectivity. Elluminate has served more than 200 million web-collaboration minutes to over 3 million participants located in 184 different countries." (http://www.elluminate.com)

Day I activities are dedicated to helping you use Elluminate to interact with learners. You will begin the afternoon session by interacting with an Elluminate instructor using the online tools of the application. Following the first hour, you will develop and teach a short segment to two online conference partners, using the free VRoom tools that are downloaded onto your computer. You will take turns being the moderator and the learner. Take time to discuss the participation options and the Whiteboard tools as you teach your segment. Take time to collaboratively play as you switch roles among each other. The VRoom (<a href="http://www.elluminate.com/vroom/">http://www.elluminate.com/vroom/</a>) allows you to talk to two other people at any time you so desire. It is perfect for staying in touch with distant students who have access to the Internet. You may also record your sessions (Podcasts) for future use and distribution. One word of caution: keep it simple, varied, and short! Podcasts are not interactive.

Site Home: <a href="http://www.elluminate.com">http://www.elluminate.com</a> (Click on the Demo link to see the application at work.)

Training: <a href="http://www.elluminate.com/support/training/">http://www.elluminate.com/support/training/</a> - Take advantage of all of the

recorded information to get better and better using Elluminate. Services Summary: <a href="http://www.elluminate.com/services.jsp">http://www.elluminate.com/services.jsp</a>

Product Summary: <a href="http://www.elluminate.com/products.jsp">http://www.elluminate.com/products.jsp</a>

#### INSTRUCTIONS FOR JOINING THE WORKSHOPS

To join, you will need to log in to Elluminate's "My Elluminate" page from <a href="http://www.elluminate.com/member.jsp">http://www.elluminate.com/member.jsp</a>. Please try to join the session 10-15 minutes prior to the start of the session. The system will prompt you for a username and password. NOTE: See your username and password on pages 23-24 of this guide.

Once you log in, from the table click the "Join" link next to the session name.

Please ensure your computer is equipped with a microphone and speakers, so we can use the Voice over IP functionality built into Elluminate *Live!*.

[NOTE: This is done for you at the Retreat.] Elluminate Live! is a Java application, so there may be a download to your system the first time you use Elluminate Live!. We strongly recommend configuring your system at least 60 minutes before your scheduled session. (We will do this for you in the Center's Lab!). To configure your system please visit the "First Time Users" section on Elluminate's Support Page. If you have any technical questions, please contact our support team at 866-388-8674 option 2 or visit <a href="http://www.elluminate.com/support-portal/">http://www.elluminate.com/support-portal/</a> - NOTE: This is done for you at the Retreat.]

#### AFTER SESSION I - Practice

INSTRUCTIONS FOR ..Getting your own free Elluminate vRoom (You will need your vRoom to practice your segments.) <u>Click here</u> or go to..

(<a href="http://www.elluminate.com/vroom/">http://www.elluminate.com/vroom/</a> ) to get your THREE for FREE vRoom now!

# Partner Assignments for Elluminate Session I Get your vRoom; invite your partner to join you; moderate a session; change roles.

LAB 1 (Small)	LAB 2 (Large)
Ann Miller	Alexa Cares
Chelsea Stewart	Debbie Doe
Jode Brexa	Doug Glynn
Karen Carr	Kathy Ellithorpe
David Prinaris	Susan Visser,
Paulette Church	Susan Dorle
Scott Baker	Tatyana Stock
Sheila Gentry	Mark Wardell
Virgil Caldwell	Tom Dietvorst

If you are an AEFL-funded program, you will later have access to the state Elluminate license, which allows you to instruct/communicate with ten people at a time. A calendar will is posted at <a href="http://freecal.brownbearsw.com/CHI">http://freecal.brownbearsw.com/CHI</a> so that you may enter times for using Elluminate. Please reserve a date that someone else hasn't taken! ;-)

#### 4 Conference Calling

You have a class with three students. You want to talk to them at the same time to go over instructions, provide a tutorial, or simply create a dialog for second-language learners. Or maybe you are collaborating on a project, say, grant writing. It's easy and it's free to connect:

Free Conference Call

https://www.freeconferencecall.com/

The service is so simple to use, requiring only a name and an e-mail to receive a 120 day renewable account.

Once you enter your name and e-mail, you will be instantaneously provided with a dialin number and access code for immediate phone conferencing.

Your new conference line is available to you 24/7 and there is no need to schedule or make reservations. Each account accommodates 96 callers on an unlimited number of 6 hour free conference calls.

You can also record the call and the site will give you the clip.

Yugma

https://www.yugma.com/

This service is also free and allows you to see each others' computers, interacting at will. Great for teaching and collaborating in real time!

Skype is also free and allows conference calling with video, chat, and recording. See nstructions in this guide.

#### 5 QArbon

#### http://www.garbon.com

QArbon (pronounced "carbon") allows you to create and publish dynamic content such as interactive presentations, demos, simulations or tutorials literally in minutes. You may perform surveys or quizzes to gather viewer response to your content and assess user understanding of your presentations. QArbon is also a perfect add-on to your web conferencing solutions, to manage all your content creations in one secure place. Content experts can leverage on each other's expertise by sharing their projects, saving precious time and effort.

Viewlet Builder 6- Enterprise Edition

http://www.garbon.com/presentation-software/viewletbuilder/

- Fast, easy creation of demos, simulations and tutorials.
- Branching and hyperlinking provide the ability to customize the viewer experience.
- Intuitive capture, editing and enhancement features allow non-technical people to create compelling, professional online content.
- Easy publishing and playback features allow you to present your content to virtually any Internet user.
- Learning Management System integration (SCORM/AICC).
- Powerful Interactive and Feedback features such as:
  - o Multiple Choice or True/False questions
  - Hot Spots (Click Zones)
  - Text Input
  - Keystroke capture
- Integration with ViewletCentral to quickly and easily obtain detailed reports on Viewlet usage and quiz responses

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Instructions to join the training sessions:

Please follow the steps below to join this meeting, hosted by Jessica Mosby from RES AG- Qarbon, using InterCall Web Meeting.

ViewletBuilder6 Enterprise - Session One

#### **CONFERENCE SUMMARY**

Title: ViewletBuilder6 Enterprise - Session One

Date: 05/23/2008

Start Time: 08:00 AM US/Pacific 9 AM MST

Duration: 60 minutes
Presenter: Jessica Mosby

#### CONFERENCE DESCRIPTION

#### Session One

- Introduction to Viewlets and ViewletBuilder Technology
- ViewletBuilder6 Launch Page Overview
- Understanding Different Project Types
- Capture Mode Overview Emphasis on Smart Capture
- Simulation Demonstration
- Introduction to ViewletBuilder's Workspace
- Utilizing the Timeline
- Compiling, Previewing, and Publishing

#### INSTRUCTIONS TO JOIN

1. Pre-install (Done for DE Retreat)

<u>Pre-install</u> the full version of InterCall Web Meeting now if you will be sharing documents, browsers or video during the meeting: <a href="https://garbon.on.intercall.com/confmgr/clientPreinstall.jsp">https://garbon.on.intercall.com/confmgr/clientPreinstall.jsp</a>

Or, join this web meeting at the scheduled start time without installation by choosing the Light Version when prompted. The light version is ideal if you will not be sharing visuals and video, are on a Mac(R) or do not have a high-bandwidth connection.

- 2. Join the Online Conference
  - <u>Click here to join</u> the web meeting at its scheduled start time or paste this link into your browser:
     https://qarbon.on.intercall.com/confmgr/join\_as\_tempuser.jsp?eventId=6
     7034&invitationId=1052700
- \* Please note: You will not be able to join the meeting until the moderator has started it.
- 3. Listen to the Audio Conference

Once you have joined the online conference, use the information below to join the audio portion of the conference:

o Dial-in Number: 8889778686

International Dial-in Number: 3039282605

Audio Conference ID: 8154210

#### Special Instructions:

This conference will be webcast. You can listen to the audio using your

computer's speakers. Once you join online, you will be prompted to join the webcast.

#### TECHNICAL SUPPORT

If you experience any issues joining this online conference, please contact technical support at:

- U.S. and Canada: 877.549.2051, +1.303.928.3014 or webmeetingsupport@intercall.com
- EMEA: +44 1452 556 226 or visual@intercalleurope.com
- APAC: 1800 468 225, +61 2 8295 9000 or profservices@intercallapac.com

OR

http://www.intercall.com/customer-center/techSupport.php

ViewletBuilder6 Enterprise - Session Two

#### **CONFERENCE SUMMARY**

Title: ViewletBuilder6 Enterprise - Session Two

Date: 05/23/2008

Start Time: 10:00 AM US/Pacific

Duration: 60 minutes
Presenter: Jessica Mosby

#### CONFERENCE DESCRIPTION

#### Session Two

- Questions?
- Importing PowerPoint Slides
- What are Click and Keystroke Zones?
- Adding Quiz and/or Survey Questions
- Setting up Scoring
- Understanding Events and the Associated Actions
- Sound Possibilities
- Reporting Options including ViewletCentral, SCORM, AICC

#### 6 SKYPE

INSTRUCTIONS FOR ACCESSING SKYPE (Installed on computers for the Retreat) <a href="http://www.skype.com">http://www.skype.com</a>

Skype is an Internet phone service which uses your computer to talk to people instead of a phone. With Skype, you can talk while watching others through webcams. You can also chat and use other features to enhance communication. With Pamela for Skype, you can also record conversations. Pamela is free for up to 15 minutes of dialog. You can also buy Pamela to allow unlimited recording. What a deal for ESL students who want to practice! Go to <a href="http://www.pamela-systems.com/">http://www.pamela-systems.com/</a>

Unlimited calls to Skype users anywhere in the world

Unlimited calls\* to landlines and cell phones in the US and Canada. - \$2.95/month or \$35.40/year

Unlimited calls to landlines\* in 34 countries worldwide. - \$9.95/month 0r \$119.40/year

#### 7 YOU TUBE

#### http://www.youtube.com/

**YouTube** is a video sharing website where users can upload, view and share video clips. YouTube was created in mid-February 2005 by three former PayPal employees. The San Bruno-based service uses Adobe Flash technology to display a wide variety of user-generated video content, including movie clips, TV clips and music videos, as well as amateur content such as video blogging and short original videos.

Unregistered users can watch most videos on the site, while registered users are permitted to upload an unlimited number of videos. Some videos are available only to users of age 18 or older (e.g. videos containing potentially offensive content).

#### YouTube Instructions

http://help.youtube.com/support/youtube/bin/topic.py?topic=10521

- Recording Videos
  - How do I make a video? + Video
  - Do I have to have a camcorder to make videos?
  - How do I put videos from my mobile device onto YouTube?
  - How do I use my webcam with YouTube?
  - What is QuickCapture and how do I use it?
- Editing and Exporting Videos
  - What video file formats can I upload?
  - How do I edit my video?
  - How do I get a video from my camcorder onto my computer to upload to YouTube?
  - What is an .MSWMM file?
  - What is an .mov file?
  - How do I change the audio track in my video?
  - How do I make a video out of JPEG images?

#### 8 VIDEO

Video Clip Instructions
Windows Movie Maker (on your PC)

#### http://www.microsoft.com/windowsxp/using/moviemaker/getstarted/clips.mspx -

When you download video from your camera to your computer, Windows Movie Maker splits your video (which might be a full hour long) into shorter clips that are easier to work with, and then adds the clips to a collection. Each time you stopped or paused recording with your video camera, Movie Maker created a separate clip.

If you notice that Movie Maker did not break your video into clips, you might have cleared the *Create clips for video files* option, which is selected by default. Follow the steps in <u>Create video clips</u> to divide your movie into smaller clips.

Once you have divided your video into clips, you can immediately drag the clips from the <u>collection</u> to your storyboard to create a movie. Then you should trim the video clips to show only the most important moments. Follow the steps in <u>Trim video clips</u> to learn how to shorten clips on your storyboard.

If you downloaded a video from your camera but chose not to break it into clips, it's not too late to make clips. In the Movie Maker *Collection* pane, right-click the video. Then click *Create Clips*.

The instructions on this site are clear and take you step by step with illustrations.

Aiptek 1080 P <a href="http://www.aiptek.com/">http://www.aiptek.com/</a>

In Our Session:

Create a clip

- Examine the camcorder buttons and features.
- Create a 1 minute clip.
- Load the clip onto the computer desktop use.
- Open Movie Maker from the Start, All Programs window
- Import the clip and examine the features.

Load the clip onto YouTube

#### 9 AUDIO

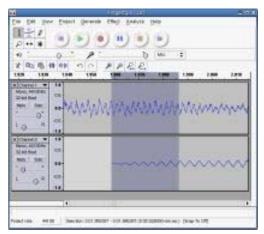
http://faculty.ccconline.org/index.php?title=Using Audio in Your Course

CCCOnline's Faculty Wiki, created and maintained by Lisa Marie Johnson, has a wealth of resources available to teachers of adults: "Using Audio to teach in your online course offers positive benefits to both instructors and students. On this page you will find links to Faculty Wiki pages about audio for online courses as well as presentations and other helpful materials for using audio."

This page will guide your through steps for using a variety of tools with great ease. Please explore the site!

#### **Audacity Instructions**

Audacity is free, open source software for recording and editing sounds. It is available for Mac OS X, Microsoft Windows, GNU/Linux, and other operating systems.



#### **Features**

- Record live audio.
- Convert tapes and records into digital recordings or CDs.
- Edit Ogg Vorbis, MP3, WAV or AIFF sound files.
- Cut, copy, splice or mix sounds together.
- Change the speed or pitch of a recording.
- And more! See the <u>complete list of features</u>.

#### **Help and Tutorials**

Website , Download
Creating a simple voice and music Podcast with Audacity
Tutorials
General Help

http://audacity.sourceforge.net/download/windows (Download)

#### 10 WIKIS

A wiki is a website that includes the collaboration of work from many different authors. A wiki site allows anyone to edit, delete, or modify the content on the web. (The first wiki creator named the site after a chain of buses in Hawaii; Wiki means "quick" in Hawaiian.)

Create a wiki for your students! FREE! <a href="http://pbwiki.com/">http://pbwiki.com/</a> education.wiki - Lots of help and information on this site:

#### How will this help my students?

As Mike Lawrence, Executive Director of CUE, noted: "When students write a paper, they're usually writing for one person: their teacher. When students know their peers will read what they write, students care and they try harder."

When you use a wiki, your students get a gentle introduction into online collaboration, and they'll remain engaged beyond the classroom. Many of our educators tell us about their students getting hooked on PBwiki and editing it from home and on the weekends!

Karen Nelson of Vacaville, California says, "I use PBwiki as a website and a student resource. Today after school I got an email from a student asking for the password so he could add content. An hour later I got the wiki notification that the page had been edited by that student. This student has not completed one assignment outside of class yet this year. How great is that!!"

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What is the difference between a blog and a wiki?

http://www.pebbleroad.com/article/planning\_sustaining\_wiki\_based\_collaboration\_projects/ - Planning & Sustaining Wiki-based Collaboration Projects, Nov 09 2007, By Maish Nichani

<u>http://wiki.wetpaint.com/page/Wiki+vs+Blog?t=anon</u> – One person's opinion: Comparison between wikis and blogs.

http://ferret.bemidjistate.edu/~morgan/cgi-bin/blogsAndWiki.pl?WikiAndBlog - Another opinion

#### 11 BLOGS

From Wikipedia: "A blog (an abridgment of the term web log) is a website, usually maintained by an individual, with regular entries of commentary, descriptions of events, or other material such as graphics or video. Entries are commonly displayed in reverse chronological order. "Blog" can also be used as a verb, meaning to maintain or add content to a blog."

"Many blogs provide commentary or news on a particular subject; others function as more personal online diaries. A typical blog combines text, images, and links to other blogs, web pages, and other media related to its topic. The ability for readers to leave comments in an interactive format is an important part of many blogs. Most blogs are primarily textual, although some focus on art (artlog), photographs (photoblog), sketchblog, videos (vlog), music (MP3 blog), audio (podcasting) are part of a wider network of social media. Micro-blogging is another type of blogging which consists of blogs with very short posts. As of December 2007, blog search engine Technorati was tracking more than 112 million blogs. With the advent of video blogging, the word *blog* has taken on an even looser meaning of any bit of media wherein the subject expresses his opinion or simply talks about something."

Start your Own Blog for Free

Get your Google Gmail and follow the instructions on the page: <a href="https://www.blogger.com/start">https://www.blogger.com/start</a>

#### 12 Second Life

Second Life  $^{\mathbb{R}}$  is a 3-D virtual world created by its Residents. Since opening to the public in 2003, it has grown explosively and today is inhabited by millions of Residents from around the globe.

- From the moment you enter the World you'll discover a vast digital continent, teeming with people, entertainment, experiences and opportunity. Once you've explored a bit, perhaps you'll find a perfect parcel of land to build your house or business.
- You'll also be surrounded by the Creations of your fellow Residents. Because Residents retain intellectual property rights in their digital creations, they can buy, sell and trade with other Residents.
- The Marketplace currently supports millions of US dollars in monthly transactions. This commerce is handled with the inworld unit of trade, the Linden™ dollar, which can be converted to US dollars at several thriving online Linden dollar exchanges.

#### **Welcome to Second Life**

Dr. Alice Bedard-Voorhees CMC District Office, Glenwood Springs, CO Assisted by Lisa Marie Johnson (CCCOnline) and her avatar!



#### **Download Second Life**

http://www.secondlife.com

System Requirements: <a href="http://secondlife.com/corporate/sysregs.php">http://secondlife.com/corporate/sysregs.php</a>

Download: <a href="http://secondlife.com/support/downloads.php">http://secondlife.com/support/downloads.php</a>

#### **Get Your Avatar**

http://sl.nmc.org/join/

Pick your own first name, then pick a last name from list of choices Select features

#### **Attend an Education-Friendly Orientation**

http://slurl.com/secondlife/NMC%200rientation/69/107/32/

Vocabulary How to Change Your Avatar's Appearance Advanced Communication in World Photography in SL Where to Learn More about SL And Much More!

13
Participant List with Emails

1. Alexa Cares	<u>alexa.cares@gmail.com</u>
2. Alice Bedard-Voorhees	<u>bedardvoorhees@earthlink.net</u>
3. Ann Miller	<u>amiller@swadulted.com</u>
4. Chelsea Stewart	<u>literacy@frii.com</u>
5. David Prinaris	eltcsupport@frii.com
6. Debbie Doe	debbie.doe@lamarcc.edu
7. Doug Glynn	Glynn D@cde.state.co.us
8. Jode Brexa	jode.brexa@bvsd.org
9. Karen carr	karen.carr@bvsd.org
10. Kathy Ellithorpe	kathye@monte.k12.co.us
11. Kenia Campbell	kcampbel@jeffco.k12.co.us
12. Leecy Wise	leecy@fone.net
13. Mark Wardell	mwardell@pagosa.k12.co.us
14. Paulette Church	paulette@durangoaec.org
15. Scott Baker	sbaker@prclc.org
16. Sheila Gentry	sheila.gentry@bvsd.org
17. Susan Dorle	DORLESL@D11.ORG
18. Susan Spengler	sspengler@hsd2.org
19. Susan Visser	svisser@prclc.org
20. Tatyana Stock	tatyana.stock@lamarcc.edu
21. Tom Dietvorst	tdietvorst@gmail.com
22. Virgil Caldwell	<u>VirgilCaldwell@sjc.ceu.edu</u>

**14** Assigned Participant GMails

While you are in the labs, you may use the temporary email address assigned to you in order for you to receive and send information as needed during the retreat. Go to <a href="http://www.google.com/a/chiresources.org/">http://www.google.com/a/chiresources.org/</a> and sign in.

	Your Name	User Name @chiresources.org	Password	Name of Participant
1.	Aefla1 Retreat	aefla1	deretreat	Alexa Cares
2.	Aefla10 Retreat	aefla10	deretreat	Alice Bedard-Voorhees
3.	Aefla11 Retreat	aefla11	deretreat	Ann Miller
4.	aefla12 Retreat	aefla12	deretreat	Chelsea Stewart
5.	aefla13 Retreat	aefla13	deretreat	David Prinaris
6.	Aefla14 Retreat	aefla14	deretreat	Debbie Doe
7.	Aefla15 Retreat	aefla15	deretreat	Doug Glynn
8.	Aefla16 Retreat	aefla16	deretreat	Jode Brexa
9.	Aefla17 Retreat	aefla17	deretreat	Karen Carr
10.	Aefla18 Retreat	aefla18	deretreat	Kathy Ellithorpe
11.	Aefla19 Retreat	aefla19	deretreat	Kenia Campbell
12.	Aefla2 Retreat	aefla2	deretreat	Leecy Wise
13.	Aefla20 Retreat	aefla20	deretreat	Paulette Church
14.	Aefla21 Retreat	aefla21	deretreat	Scott Baker
15.	Aefla22 Retreat	aefla22	deretreat	Sheila Gentry
16.	Aefla23 Retreat	aefla23	deretreat	Susan Dorle
17.	Aefla24 Retreat	aefla24	deretreat	Susan Spengler
18.	Aefla25 Retreat	aefla25	deretreat	Susan Visser
19.	Aefla26 Retreat	aefla26	deretreat	Tatiana Stock
20.	Aefla27 Retreat	aefla27	deretreat	Tom Dietvorst
21.	Aefla28 Retreat	aefla28	deretreat	Virgil Caldwell
22.	Aefla29 Retreat	aefla29	deretreat	Mark Wardell
1.	Aefla3 Retreat	aefla3	deretreat	open
2.	Aefla30 Retreat	aefla30	deretreat	open
3.	Aefla4 Retreat	aefla4	deretreat	open
4.	Aefla5 Retreat	aefla5	deretreat	open
5.	Aefla6 Retreat	aefla6	deretreat	open
6.	Aefla7 Retreat	aefla7	deretreat	open
7.	Aefla8 Retreat	aefla8	deretreat	open
8.	Aefla9 Retreat	aefla9	deretreat	open

Emails created in Google Apps. Check it out at <a href="http://www.google.com/a">http://www.google.com/a</a>

#### 15

### Participant Elluminate Passwords

1. Alexa Cares Username: ALEXA.CARES@GMAIL.COM Password: alexac =========== Alice Bedard-Voorhees Username: BEDARDVOORHEES@EARTHLINK.NET Password: aliceb =========== Ann Miller Username: **AMILLER@SWADULTED.COM** Password: amiller =========== Chelsea Stewart Username: LITERACY@FRII.COM Password: chelseas ============ David Prinaris Username: **ELTCSUPPORT@FRII.COM** Password: **davidp** ========== Debbie Doe Username: **DEBBIE.DOE@LAMARCC.EDU** Password: **debbied** =========== Doug Glynn Username: **GLYNN\_D@CDE.STATE.CO.US** Password: dougg =========== 8. Karen Carr Username: KAREN.CARR@BVSD.ORG Password: **karenc** ======== to here 9. Jode Brexa Username: JODE.BREXA@BVSD.ORG Password: **jodeb** \_\_\_\_\_ Kathy Ellithorpe Username: KATHYE@MONTE.K12.CO Password: kathye =============

Password: **keniac** 

Kenia Campbell

Username: KCAMPBEL7@GMAIL.COM

12. Leecy Wise

Username: **LEECY@FONE.NET** 

Password: 1earth

13. Paulette Church

Username: PAULETTE@DURANGOAEC.ORG

Password: paulettec

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14. Scott Baker

Username: **SBAKER@PRCLC.ORG** 

Password: **sbaker** 

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15. Sheila Gentry

Username: SHEILA.GENTRY@BVSD.ORG

Password: **sheilas** 

16. Susan Visser

Username: **SVISSER@PRCLC.ORG** 

Password: svisser

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Susan Dorle

Username: **DORLESL@D11.ORG** 

Password: susand

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17. Tatyana Stock

Username: TATYANA.STOCK@LAMARCC.EDU

Password: tatyanas

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18. Tom Dietvorst

Username: TDIETVORST@GMAIL.COM

Password: tdietworst

==============

19. Virgil Caldwell

Username: VIRGILCALDWELL@SJC.CEU.EDU

Password: virgilc

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20. Mark Wardell

Username: MWARDELL@PAGOSA.K12.CO.US

Password: markw

#### 16 Lab Assignments for Day 2 Morning Sessions Ony

NOTE: The state has bought seats in QArbon, assigned to the following sponsored DE programs:

- 1. Cortez
- 2. Ignacio
- 3. Durango
- 4. Pagosa
- 5. Boulder
- 6. Lamar
- 7. Delta
- 8. Toyota
- 9. NAMES

Representatives from those programs are assigned to Lab 1 to receive instructions on using QArbon.

LAB 1 – Small (QArbon)	Lab 2 – Large (Other sessions)
Alice Bedard-Voorhees	Leecy Wise and Sue Spengler
1. Debbie Doe	1. Chelsea Stewart
2. Doug Glynn	2. David Prinaris
3. Kathy Ellithorpe	3. Jode Brexa
4. Mark Wardell	4. Kenia Campbell
5. Paulette Church	5. Sheila Gentry
6. Scott Baker	6. Susan Dorle
7. Susan Visser	7. Susan Spengler
8. Tom Dietvorst	8. Tatyana Stock
9. Ann Miller	9. Virgil Caldwell
10. Karen Carr	-
11. Alexa Cares	

17 SKYPE Role Selection

Person 1	Person 2
<ul> <li>Your are a beginning ESL student who wants to practice a dialog:</li> <li>Hi. I'm I need an appointment as soon as possible.</li> <li>Sure. What problem are you having?</li> <li>I'm sorry. Could you repeat the question?</li> <li>Sure. What's the problem? Are you in pain?</li> <li>Oh, no. I just need my teeth cleaned.</li> </ul>	You are the instructor helping the student practice. Practice the dialog and exchange roles until the student knows the dialog well.
We are he too he he will	We are heldered by a large to the second of
You are having trouble writing a paragraph. You need help correcting your errors.	You are helping the students improve her paragraph. Use your voice to discuss items and the chat feature to suggest changes.
Write your paragraph in the chat space in Skype.	
Paragraph: The government should not interfeer in person moral. they don't make laws for in the home that is a person choice how he live and his relation with others. Government should not tell people what do all the time.	
You want help with a problem you are having on a Web Page (Assume the answers are not there.)	You are helping a student with a math worksheet, which you both have open.
http://www.teach-	
nology.com/worksheets/math/area/ver1/	
Your Choice	Your Choice
Your Choice	Your Choice
Your Choice	Your Choice

Thanks for joining the initiative. Let's keep the creative energies flowing and reaching students in better and better ways!

Leecy Wise

Four Corners Professional Development Resource Center 970-6=562-4418

resources@coloradoadulted.org
http://www.coloradoadulted.org

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Doug Glynn
and
Alice Bedard-Voorhees
Sue Spengler
Lisa Marie Johnson