

Tips 'n Technology

POINTS OF INTEREST:

Friday Online - 5/19/2006
Online for Supervisors -
Performance Management
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Is that chain letter a hoax?
See page 2 for more info...

What the Windows Key
Can Do For You
See page 3 for more info...



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Bytes & Pieces

Technology Resources - A Mouse-Click Away by Larry Lippke

Technology can help you be in two (or more) places at the same time, reach new audiences at their convenience (even at 2am), and transform existing programs and materials into different varieties of distance education products. Sound good? And we have tools that can help. Obviously, there are our "old" standbys: web sites, email, and teleconferencing. But, maybe you would like to consider some of the following just to add variety, and perhaps be responsive to the varied learning styles of your clientele:

- **Centra:** Most of you have been using Centra for a lot of internal communication. Be bold! Give it a try with your clientele. You, too, can lead a Centra session to deliver education. Make sure you record it, to make the session available on-demand in recorded format.
- **Videoconferencing or video streaming:** Many of you have access to a Polycom video conference device somewhere. If not, for \$200, you can have it at your desktop. Just connect to TTVN and let them stream your presentations. Then, store a recorded version of the video stream on MediaMatrix, a service of Texas A&M.
- **CECP:** Offer a course to anyone at any time. This is a good way to offer on-demand education to clientele that can be devoured in bite-sized chunks, even at 2:00 a.m.
- **AgChat:** Have you joined a recent chat room discussion with our Vice-Chancellor? Try hosting your own online chat room where your clientele can join you in an informal discussion. If you are working with youth, this is a natural.
- **Blogging:** This is a super way to keep your clientele engaged in continual learning about a topic. Use it as an alternative delivery platform for your newsletters, for delivering a series of learning modules, or just posting your educational musings.
- **Wiki:** Need to work with an advisory group or some other committee? Want to immediately post new, emerging, or maybe even emergency information on a website in minutes? Then try your hand at our TCE Wiki.

Don't hesitate to learn about and try your hand at these technologies; your clientele certainly are. Call us, email us, or visit the EIT website to get more information. We can help you identify and utilize technological tools to extend your reach, broaden your impact, and ultimately make you more successful.

News and Updates

The Brazos Valley Macromedia Users Group - Summer Wilson

The Brazos Valley Macromedia User's Group will meet on May 16th from 11:45 to 1:00pm at MicroAge in College Station. For more information visit <http://bvmmug.tamu.edu>.

The Brazos Valley Web Guild - Summer Wilson

The Brazos Valley Web Guild will meet on June 22, 2006. For more information visit <http://groups.yahoo.com/group/bvweb/>.

Centra Central

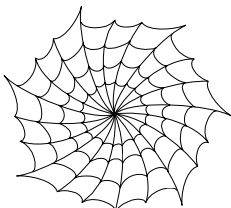
Friday Online Topics for May:

5/19/06 - Online for Supervisors -- Performance Management

5/26/06 - Online for Supervisors -- Performance Review

Enroll or browse upcoming events or learn more about Centra by clicking the Centra Symposium link from the EIT webpage or going directly to <http://eit.tamu.edu/centra.html>. Playback any of the 250+ recorded sessions from the Public Recordings link at <http://centra.tamu.edu/main/tce>.

Web Info



Possible URLs to link from your Websites this Month

FCS - Words of Wellness - <http://wordsofwellness.com/index.html> (May is National Family Wellness Month)

AG and Natural Resource - National BBQ Association - <http://www.nbbqa.org/> (May is National BBQ Month)

4H - PBS: ZOOMgames - <http://pbskids.org/zoom/activities/games/> (May 22-29 is National Backyard Games Week)

Chain Letters - Hoax or Not? * - edited by Jill Hughson

Chain letters are almost always hoaxes. A good rule of thumb is to NEVER forward any email just because it says "Urgent: Pass this on to everyone." or comes from a buddy. In fact, anytime you get any email with a "pass this on to everyone" in it, or a letter that has been forwarded dozens of times, it's more likely than not a hoax or scam. These emails are designed solely to generate a chain letter--- that is, to trick the gullible into perpetrating the hoax. Don't be taken in! It only takes a few minutes to verify the validity of an email.

Examples of hoaxes and scams:

- supposed virus alerts (even if the email says they're "confirmed by IBM, Microsoft, AOL and Oracle" or some such)
- pending legislation, including email surcharges and taxes
- sick/dying/missing children who need email or prayers
- body part theft rings
- free vacation giveaways
- free money or products from Bill Gates (or Disney or AOL or Nokia or....) to those who forward the most emails
- foreign government workers who will pay you to let them move large sums of money through your bank account
- or any of hundreds of similar chain letters

You can make yourself chain-letter-proof by taking the time to check up on any claims made in chain letters. There are any number of resources you can use, including:

- Datafellows Hoax Warnings at <http://www.Europe.Datafellows.com/news/hoax.htm>
- Debunking online and email hoaxes: <http://www.kumite.com/myths/>
- Department of Energy Computer Incident Advisory Capability: <http://ciac.llnl.gov/ciac/CIACHoaxes.html>
- McAfee Associates Virus Hoax List: <http://vil.mcafee.com/hoax.asp>
- Symantec Anti Virus Research Center: <http://www.symantec.com/avcenter/index.html>
- The Urban Legends Web Site: <http://www.urbanlegends.com>
- Urban Legends Reference Pages: <http://www.snopes.com>

ALWAYS take the time to verify the truth of any chain email. Forward to your friends ONLY if it proves true, otherwise, you're not doing your friends any favors. In fact, you're just helping the hoaxers to waste people's time and bandwidth.

* Information provided by Buddy at <http://www.geocities.com/buddychai/Tips/Chains.html>

Tip of the Month: The Windows Key...It Really Does Have a Purpose!

by Summer S. Wilson

If you have a Windows keyboard, you've probably seen that funky key nestled between the CTRL and ALT keys. You know the one - it sports the famous Microsoft Windows flag (Figure 1). If you are like most people, you may have found yourself asking just what the heck does that key do. Sure, if you press it, your Start Menu opens, but there should be some other uses too. Right?

Indeed there are! The Windows Key, in combination with some other keys, lets you do a few nifty things without having to mess with your mouse or run through a bunch of menus. Here is a handy little cheat sheet for you to use. Whenever it has Windows Key + another key, press them at the same time.



Figure 1 - The Windows Key

Hit These	To Get This
Windows Key	Opens the Windows Start Menu
Windows Key + E	Opens Windows Explorer
Windows Key + D	Minimizes all windows and goes to the desktop, like the "Show Desktop" icon in the Quick launch toolbar; hit it again to reverse its effect!
Windows Key + F	Opens the "Search for Files" dialog
Windows Key + CTRL + F	Opens "Find Computer" dialog
Windows Key + L	Locks your computer so that it can't be used without logging in
Windows Key + M	Minimizes all open windows (similar to "Show Desktop," but if you use widgets or other desktop goodies, they won't be minimized)
Windows Key + Shift + M	Reverses Windows Key + M and puts all the windows back to how they were before
Windows Key + R	Opens the Run dialog
Windows Key + F1	Opens the Windows Help system
Windows Key + Pause/Break	Opens System Properties
Windows Key + Tab	Cycles through the buttons in the Task Bar (especially useful if your mouse is misbehaving)

There you have it. Now go have some fun playing with your windows key and give your mouse a little break!