Los Angeles: 1992

## E-Grading Goes Live!

Like many of its counterparts around the country, the UC Davis Office of the Registrar has offered electronic alternatives to paper grade submission for a number of years, and already roughly 50% of all UC Davis grades are submitted electronically. Victoria Cross, the Educational Technology Coordinator with the Teaching Resources Center (TRC), notes that "e-grading technologies have matured to the point that they are secure, reliable, and can be used for such sensitive data." The time has come to eliminate non-electronic options and to utilize fully the two on-line grade submission processes available to UC Davis faculty. Starting this quarter, online submission will be the exclusive method of grade submission at UC Davis.

Interim Registrar Lora Jo Bossio expects greater accuracy from this change, as well as faster grade reporting to students. Bossio believes the on-line processes have significant advantages over the paper system for everyone involved. Cross concurs: "Most instructors have found the new tool very easy to use. They are excited at being able to easily access the grades from past quarters." Departments will also benefit. MSOs can now be notified electronically when instructors have submitted their grades; they can check the status of grade submission for each instructor, and view grades from previous quarters, all via the Web.
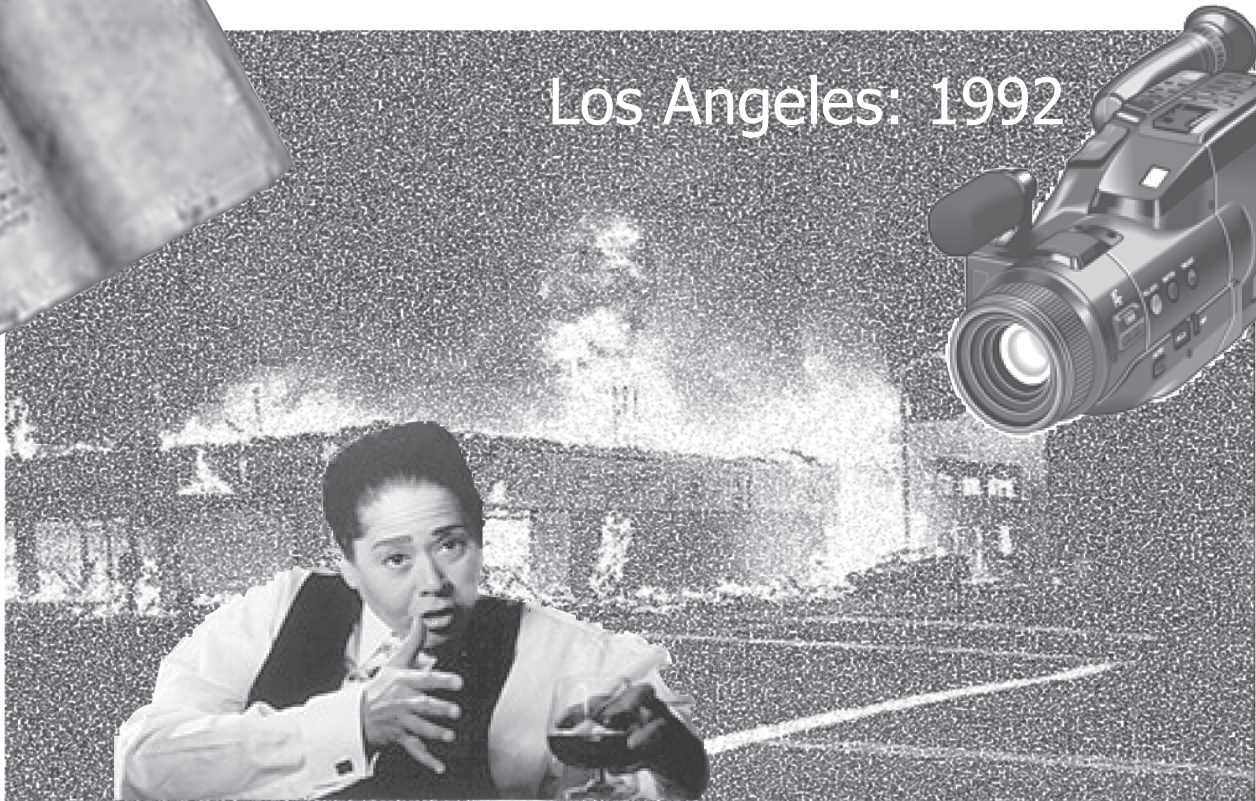
GRADE BOOK

As with most transitions, a number of preparatory steps are recommended. First, to protect the privacy of student electronic records, the Web-based options will require instructors to authenticate themselves using their UC Davis Login IDs and passwords. And just as paper scantron forms required the instructor-of-record's signature, only the instructor-of-record may submit final grades electronically. To prevent confusion for team-taught classes and classes in which the professor who teaches the course is not the instructor-of-record, instructors should contact their department MSOs to verify the official course listings. What's more, electronic grade submission is a multi-step process, and Cross points out that instructors "should be sure to click on the final 'Submit to Registrar'" link to ensure the entered grades are recorded.

### GradeBook and its Alternative

Many instructors use the MyUCDavis GradeBook to track assignment grades throughout the quarter and to submit final grades. First implemented during Fall 2000, GradeBook functions as a complete class record-keeping system and has become quite popular; in Spring of last year, 3,049 GradeBooks were in use. This is due, in large part, to the program's functionality. GradeBook automatically creates a grading template--complete with students' names--for each class; the instructor simply adds assignments and inputs scores or letter grades over the course of the quarter. The program can also be used to submit final grades alone. Novice GradeBook users will be glad to learn that class grades can be entered segmentally before being submitted altogether.

As an alternative to GradeBook, IET Mediaworks has created a simple Web-based tool specifically dedicated to submitting final grades. At classes.ucdavis.edu/grading, instructors can enter grades manually for each student, or download a class roster as an Excel spreadsheet, fill in the grades, and upload it. Given its simplicity, this option is recommended for instructors new to online grade submission.

## Riotous Reading: Technology, *Twilight*, and Talk
### Campus Community Book Project Tackles Prejudice

Ordinarily considered a Luddite affair, designed to draw us *away* from our televisions, computers, and various other technological devices, the book club has been transformed by the Campus Community Book Project (CCBP) into a tech-reliant event. Now in its third year, the Book Project increasingly makes use of email, video, film, and the Web to bring folks together as a community, sharing a common experience.

Although the Book Project has maintained a Web site since its inception, this year's site (occr.ucdavis.edu/bookproject.html) is both deeper and more detailed than previous incarnations. Not only does the site present a well-organized list of project-related events, it also offers printable discussion ideas so that readers might enhance their own thought-provoking CCBP conversations.

### Twilight: 2004

This year's Book Project, in particular, has a deeper attachment to technology than just its Web presence; a camcorder gave rise to this year's selection: Anna Deavere Smith's conversational documentary, *Twilight: Los Angeles, 1992*. One night early in March of 1991, George Holliday grabbed his video camera and, from the window of his home, recorded the beating of Rodney King by four Los Angeles police officers. That recording became an end-of-the-century "shot heard round the world," and led to the officers being charged with using excessive force. When they were acquitted, the city of Los Angeles erupted in flames, as angry protesters took to the streets during three days of uncontrollable rioting and protests.

*Twilight*, and the one-woman documentary play that inspired the book, became Smith's testimony to the power of conversation as a healing practice. Smith conversed with over 300 Angelenos, interviewing riot survivors, participants, and onlookers. The film version of the play features television footage interspersed with Smith portraying her interview subjects, thus recapturing the confusion, anger, fear, and hurt of those "three days of hell" with an added glimpse into the lives of those most directly affected by them.

### Book Project Flows Beyond Campus Bounds

On a rare cloudless afternoon in November, students, staff, and members of the greater community gathered to view the film version of *Twilight*. Respectfully silent throughout the screening, the audience grew animated once the lights came up. Sam Huang, a UCD student, spoke with obvious awe when describing the accuracy of Smith's various portrayals: "I got chills listening to her." Brian Brickle, a student at American River Community College who had driven in from Sacramento to see *Twilight*, responded to Huang's comments: "What I was exposed to [of the LA riots] was really narrow. The media doesn't do a thorough job of portraying the many sides involved."

Such remarks would please Smith, who views *Twilight* as a "call to the community," an aim mirrored by the Book Project itself. Initiated in October 2001, the CCBP was a response to the horrors of 9/11. Karen Roth, Diversity Education Program Coordinator and Book Project organizer, explains: "The Campus Council on Community and Diversity wondered what we might do as a campus to keep the bonds of our community intact. The Book Project was offered as a way of giving us all a common experience that would help us meet and connect with one another."

### Local Prejudice

Concerned more recently about hate crimes committed in Davis and beyond, the CCBP Planning Team decided to focus the community's resources and attention on the causes and prevention of such crimes. To that end, the team reached out to the Sacramento Valley community to a greater degree this year than in the past, and the Internet was key in getting the word out regarding Book Project events. Discussion forums, ethnically-focused films, a Conflict Resolution and Social Justice workshop, the film *Twilight*, and a "Reading through the News" journalism conference all drew participants through announcements on the CCBP Web site.

Following the theme of the book, this year's discussions focused on the topics of racial injustice, misunderstanding, and prejudice and posed the question, "Have race relations improved in these dozen years since the uprisings?"

The answer seems to be "No," given the questions posed at the Mondavi Center the night of Smith's talk. The Q and A section following her talk leaned toward confessions of helplessness in the face of ongoing local and worldwide strife—religious and political, as well as racial; nevertheless, the audience, CCBP committee members, and Smith herself seemed to feel the many conversations raised through Book Project events were useful in stemming the flow of such strife. Roth remarked that Smith's visit to campus "brought to light how important it is for us to cross imagined boundaries of skin color and other differences to deeply know and understand one another."

### Looking to the Future

Roth added that she hopes we will "keep the power of Smith's work with us as we go about our day-to-day business long after this year's book project is over."

While the events are now winding to a close, it's not too soon to get involved in next year's project. The Book Project Planning Committee is open to all: staff, faculty, students, and interested community members. Book-lovers—tech-savvy and otherwise—are invited to join the committee to help plan events for 2005. Check out contact information on the CCBP home page: occr.ucdavis.edu/ccbp/index.cfm.

## Contents

# Tired of Wires?
# Got The Itch to Unhitch?
## Welcome to Our Wireless Campus

Offices aren't typically the most inspiring work environments. Sometimes we need to get away from our desks, but rarely do we feel we have the time to do so. With wireless, you can get some work done while escaping the confines of those four walls. If you've considered using wireless Internet, but haven't been able to figure out how to set up service, the Wireless Primer on the right of this article will get you going. If you're connected and looking for a location that's perfect for you, take note. Beginning Fall Quarter 2004, Communications Resources (CR), in partnership with campus departments, doubled the number of IET-supported wireless access points to nearly 100. For you, this means quick, reliable service at many new locales:

- The Activities and Recreation Center (ARC)
- Bainer Hall
- Engineering III
- Freeborn Hall
- Health Sciences Library
- Kemper Hall
- King Law School
- Medical Sciences Café
- Physical Sciences Library
- Silo

As before, wireless service is available in the following areas:

- Memorial Union (MU)
- Quad
- Shields Library
- Shields Extended Hours Reading Room
- Wellman Hall (partial coverage)

No longer do you have to search for a computer room between meetings or an Internet connection for your laptop! Simply set up your laptop for wireless, and in no time you'll be working while watching the crowds go by or enjoying the sun on the Quad.

Still not sure if wireless Internet is a service you would be interested in using? Here are some suggestions you might consider:

1) Host extra office hours at the MU or Silo during the pre-final grind.

2) Spread out a blanket on the Quad, bring some picnic munchies, and enjoy the fresh air as you finish your projects.

3) Invite your students to use wireless in the classroom by structuring online practice exams, offering quizzes you have prepared in MyUCDavis, or having students answer polls and questionnaires to help you gauge how well they're grasping course information.

4) Have students participate in online draft workshops by exchanging papers via email, correcting them using Microsoft Word's "Track Changes" tool, and forwarding you copies of their progress.

As you join the world of wireless, there are a few things you should be aware of:

1) Much like cellular phone service, wireless connection speeds vary with your proximity to the base-station and the number of users on the network; as a result, you might occasionally experience slower service. As wireless expands, service will continue to improve.

2) Wireless connections are not always secure; therefore, you shouldn't send credit card numbers or passwords over unencrypted connections. Secure services that use encryption (like MyUCDavis or SISWEB) are, however, still safe to use.
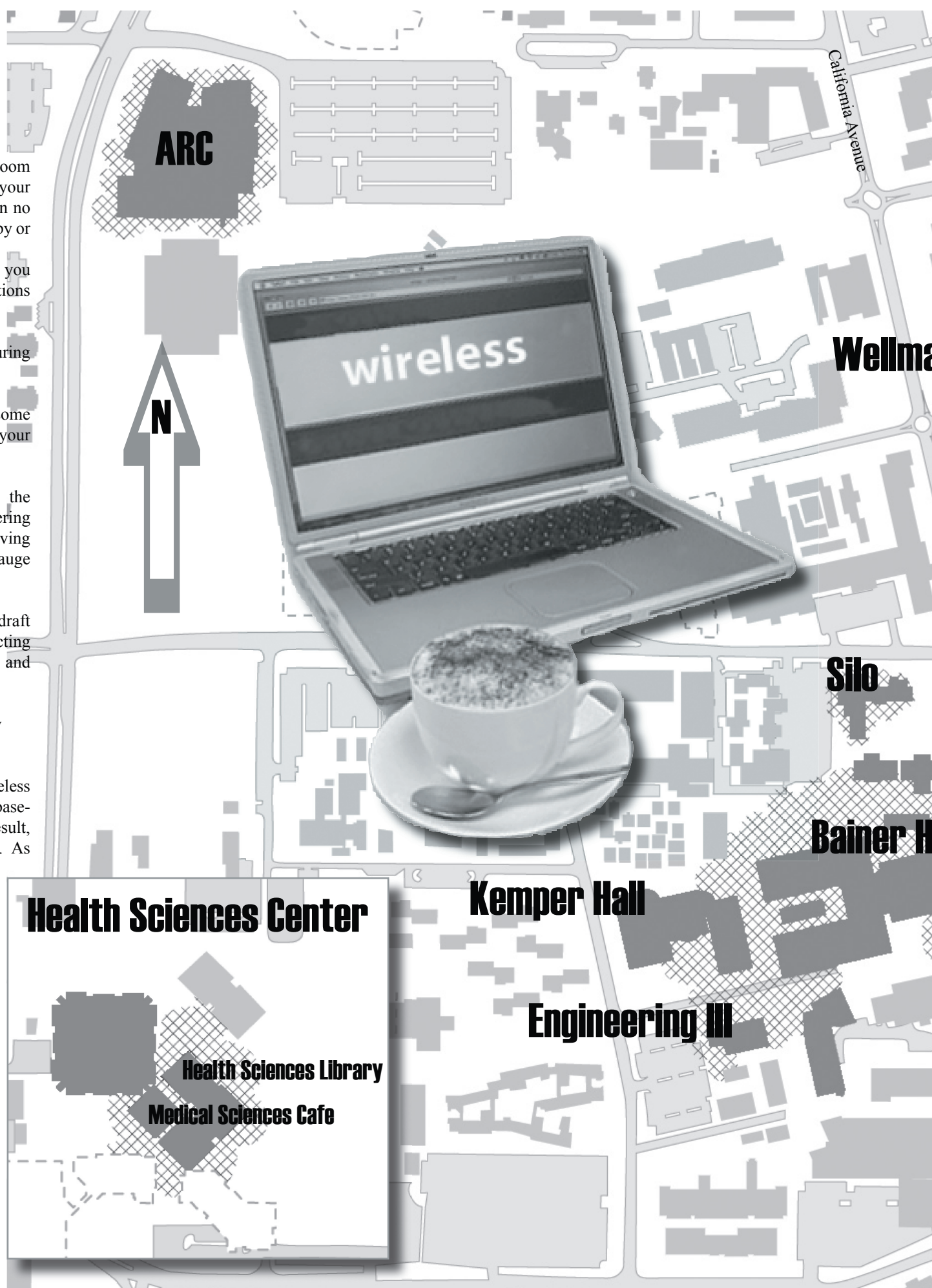
Proposed improvements for campus wireless networking include a new management system, a more secure login mechanism, and an upgrade to the current infrastructure with a new wireless authentication server. The IET wireless proposal is viewable at cr.ucdavis.edu/UCDavisWirelessInfrastructureProposal.pdf. Comments on the proposal may be submitted to Mark Redican (mredican@ucdavis.edu) through mid-January. More general information on campus wireless networking can be found at wireless.ucdavis.edu. ✦

# Wireless Primer
## Going Wireless in 4 Steps or Fewer

1. Make sure your laptop is wireless-capable.
   - Check your manufacturer's manual, or review the instructions at wireless.ucdavis.edu/howto.html.
   - If wireless hardware is not already built into your computer, you will need a wireless PC-Card or Wireless USB modem. A network card that is "802.11b WIFI compliant" is recommended. For help finding the appropriate hardware, visit the Computer Shop in the UCD Bookstore or see your local computer retailer.
2. Register your computer to access the campus wireless network.
   - Visit computingaccounts.ucdavis.edu.
   - Select "Ethernet (NIC) card registration" and click "Begin."
   - Provide the requested information (name, ID number, and date of birth) to verify your identity.
   - Select "Register a computer for DHCP" and click "Continue."
   - Fill out the required information and click "Register This Address." Make sure you enter the number of the *wireless* card, not your Ethernet (wired) card.
3. Configure your computer.
   - Configure your computer for DHCP, the protocol your computer uses to access the wireless network. If you need instructions for doing this, visit netaccess.ucdavis.edu/instruct.html and select instructions for your operating system.
4. Log on to the campus wireless network.
   - Open a browser to www-wls.ucdavis.edu and enter your login ID and Kerberos password. You're set to go!

Questions? Visit the IT Express Computing Help Desk in 182 Shields Library, or email ithelp@ucdavis.edu and a consultant will help you unwire.



ARC

California Avenue

N

Wellma

Silo

Bainer H

Kemper Hall

Engineering III

Health Sciences Center

Health Sciences Library

Medical Sciences Cafe

Some IET Services will be provided on a limited holiday schedule. Please consult the Web site listed below for specific hours.

**iet.ucdavis.edu/holiday2004.cfm**

Freeborn Hall

MU

an Hall

Quad

Shields Library

Hutchison Drive

Physical Sciences Library

King Law School

Old Davis Road

## ARC: Tech-Rec
### Activies and Recreation Center Services Put Low-Tech Gyms to Shame

More than just a great place to work out, the new Activities and Recreation Center (ARC) is an advanced multi-use facility. As Marketing and Member Services Manager Michael Vero points out, "technology was hugely involved in the plan" for the building. All the standard features of a gym are augmented by conference rooms and a ballroom—UC Davis' first!

While faculty and staff make use of the advanced recreational facilities, large numbers also employ the conference rooms. The ARC was designed to be more than a gym. "When we sat down to look at what the building would encompass," says Vero, "there were a lot of different elements that the building was going to have." Though designed with input from students, and paid for in part by student fees, the building also includes conference and event facilities used by campus units to fill increasing need for meeting space.

Equipped with wired and wireless networking capabilities, the conference rooms also incorporate advanced equipment for displaying presentations. DVD players, televisions, overhead projectors, and other media equipment are available to presenters at events. Each room allows users to project presentations or live Web sites onto video screens and is ready to be equipped with flat-panel monitors once the cost of such monitors becomes affordable.

The building is also host to the only ballroom in the Davis area. Divisible into two smaller rooms, the 400-person room features music cast from a central computer that coordinates the sound system for the entire building. Each of the two mini-ballrooms also has its own projector and screen, useful for slideshows at weddings, reunions, meetings, and conventions.

Already, these new facilities have gotten a lot of use; the ARC hosts an average of four to five events a week, and during a six-day period in October, fourteen events were held—including a Bob Dylan concert.

By far, however, the feature of the ARC that gets the most use from individual users—aside from the exercise equipment—is the wireless network that covers a large part of the building. Staff, faculty, and students can relax while checking email in the stylishly-outfitted lobby, prop up a laptop in the Center Court Café, or take advantage of the more hushed environment in the Cyber Lounge. The ARC offers a hospitable place to browse the Internet, letting faculty and staff work and relax before and after working out.

If you don't have your laptop with you, you can use the Cyber Lounge, a small computer room just off the main entrance. Computer use here is restricted to fifteen minutes—the computers function like the quick-access stations in other labs. Dan Shuldman, Network Systems Administrator, cautions, however, that there is "usually not a free computer" in the evening, ARC's busiest period.

Gym-lovers should note that technology at the ARC extends well beyond personal computers; to entertain patrons while they exercise, a central computer pipes music to all workout areas and fitness classrooms, and several cardio machines have been equipped with their own personal televisions and remote controls. More generally, the building administration relies on computers to trace equipment check-outs, gym usage, and court reservations.

Faculty and staff alike have welcomed the ARC, and paid memberships among these two groups are increasing. If you haven't yet toured the new ARC, do yourself a favor and stop by for a visit. Those of you who enter having in mind the old Rec Hall will be awed by the difference a bit of technology—and a whole lot of space—makes.

Folks interested in reserving ARC conference rooms should consult the "Conferencing" page on the ARC Web site: arc.ucdavis.edu. Gym membership information is available through the same site on the "Member Services" page.
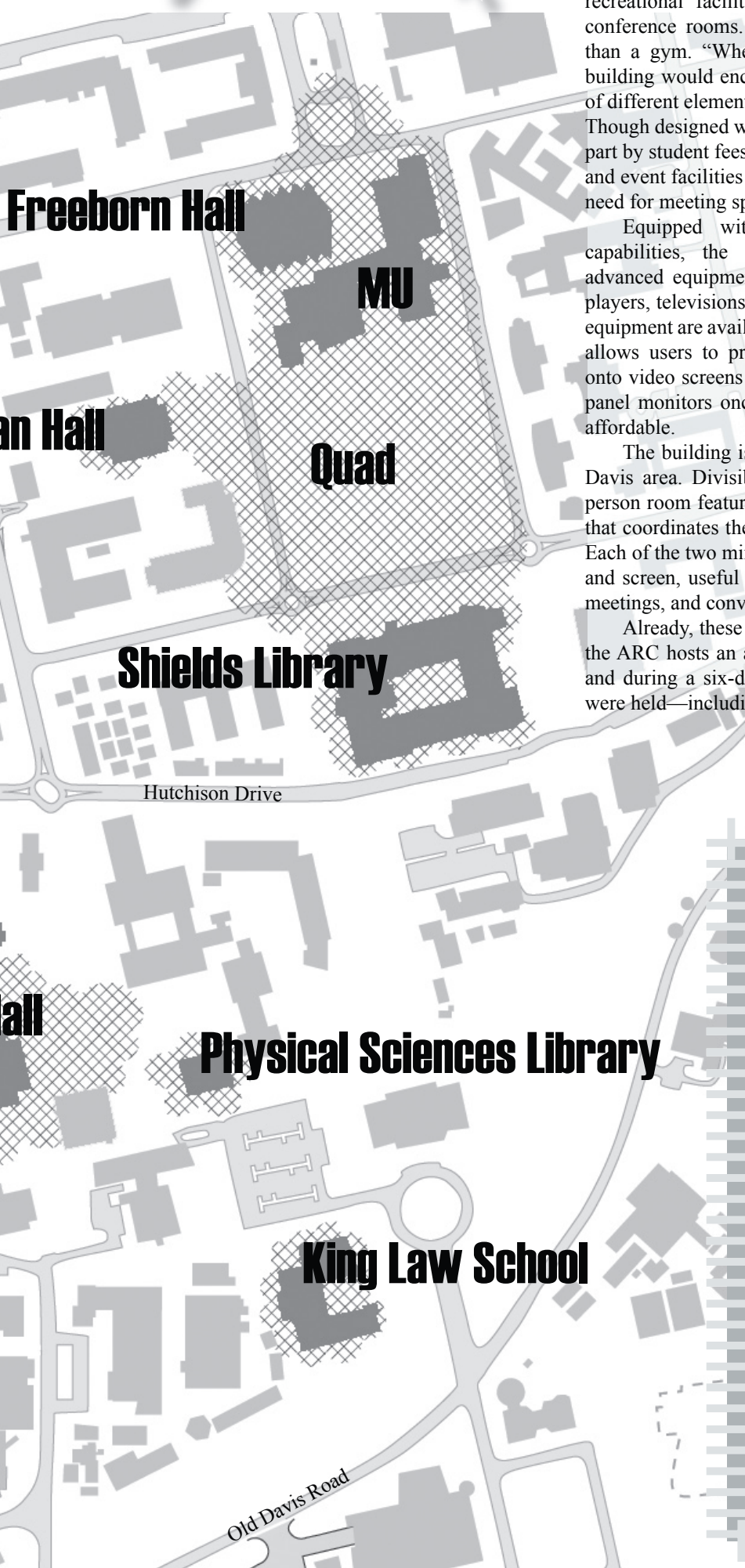
## IT 2005 Security Symposium
### UCDAVIS
Sponsored by UC Davis Information & Educational Technology and University of California: Office of the President

Planning is underway for next year's UC Davis Information Technology Security Symposium. Scheduled for June 22 - 24, 2005, this will be the second event of its kind on campus. The first Symposium, held in June 2003, was a tremendous success, providing seminars and hands-on training for more than 200 technical professionals from all UCs. Building on this record, the planning committee hopes to make the 2005 Symposium even better. Additional event information will be featured at ietsymposia.ucdavis.edu as it becomes available. If you have questions about the 2005 Symposium, please contact Robert Ono, IT Security Coordinator, at raono@ucdavis.edu.

**Instructor provides help via video/audio function.**

**Users view a list of all others logged on to the session.**

**Students can post questions via chat-style message board.**
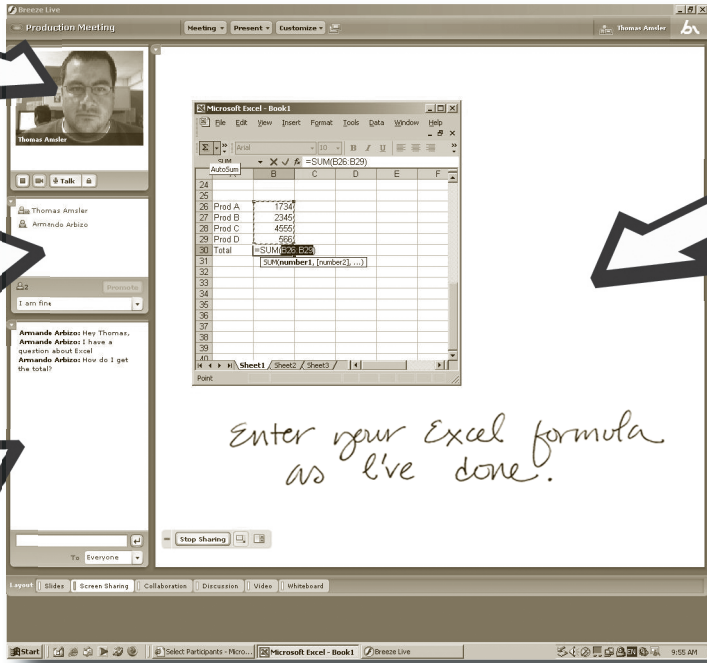
**Using Breeze's whiteboard, the instructor can pull up software applications and hand write notes to students.**

*Enter your Excel formula as I've done.*

# Helping Students is a Breeze
## Breezeware Pilot Project Provides Online Support

Dr. Martin Wilson recently faced an all-too-familiar dilemma: how to teach his students to apply what they have learned in an increasingly complex, computerized world. "Biology is becoming much more quantitative," shares Dr. Wilson. "In recognition of this, the Division of Biological Sciences is starting a new class, *Modeling in Biology*, that will soon become a requirement for all Biological Sciences majors." In this class, students use Mathcad, a mathematics software package, to get answers to quantitative problems. Therein lies the rub: many of the students have no experience using Mathcad.

Wilson's solution was a novel one: use a software package to help demystify and explain how to use another piece of software. Working with IET-Mediaworks, Dr. Wilson is utilizing the interactive capabilities of Breeze, a Macromedia software package, to conduct online office hours and support sessions for students who need help with the class software.

### What is Breeze?

According to IET-Mediaworks staff, the robust features and flexibility of the Breeze software package (macromedia.com/software/breeze/) allow campus departments to select which components best supplement their instruction. "Breeze is essentially a compilation of various well-known communication tools," explains Thomas Ansler, a Mediaworks programmer. "Breeze provides audio/video chat in real-time, a shared whiteboard, screen sharing, and embedded Flash or streamed PowerPoint, all as part of the same online session." The software also allows an instructor to give an online demonstration of the software and even temporarily take control of a student's machine to assist directly with the use of the software.

In Wilson's class, students log in to the Breeze session at an agreed upon time (usually via the class Web site on MyUCDavis). No software installation is necessary; students need only a Flash-enabled Web browser to take part in the session. Using a familiar chat-style box, students type in their questions, which are seen by all users. The instructor can then use the audio feed, the chat box, and/or the shared workspace to explain the answers. "We can display the Mathcad software on the shared screen and show all students how to solve a particular problem," says Wilson, "or even, if the student requests it, briefly use the student's own computer to provide remote assistance."

Dr. Wilson was especially pleased to discover an additional feature of the Breeze software package: automatic archiving. "Each session is automatically recorded, so if students miss office hours or a study session, we can point them to the class Web site," says Wilson. He adds that "the file compression abilities of Breeze are so strong, hour-long sessions end up being only a few megabytes in size."

At this stage, the practical limitations for campus use of Breeze revolve mainly around bandwidth. "Students using a dial-up modem may have some difficulty utilizing all of the multimedia features at once," acknowledges Amsler. "However, instructors can easily configure sessions to use only the less-bandwidth intensive features (i.e., chat, one-way audio), and the campus network can easily handle a large number of users."

### Future Plans For Breeze on Campus

Later this academic year, Dr. Wilson plans to use Breeze to create short videos explaining difficult biological theories and concepts, which would then be made available to students via the Web. Using Breeze, the School of Medicine is working with Mediaworks to convert PowerPoint lectures on the nervous system into online presentations for incoming medical students. PowerPoint slides that are enhanced with animations and audio can then be delivered as streamed media over the Web, and students can view them online without having to own a copy of PowerPoint. What's more, use of this software also allows delivery of materials without enabling simple downloading or copying of copyrighted or copyrightable materials.

Mediaworks plans to use the real-time capability of Breeze to provide remote support to its clients all over campus. "Support staff can help people with online tools directly over the network," asserts Armando Arbizo, a multimedia specialist with IET-Mediaworks. "This will allow for more personalized service without necessarily requiring a time-consuming trip across campus to provide an office visit."

The use of the Breeze software package on campus is still in pilot phase. Instructors and staff interested in utilizing this software should contact Mediaworks at (530)752-2133 or by email: mediaworks@ucdavis.edu. ✦

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# E-Grading: Paper to Plastic
Continued from Front Page

### Help is On the Way

Instructors wanting assistance with this new technology have, reports Mediaworks Manager, Kirk Alexander, "a wealth of resources available to them. And this quarter, various campus departments have joined forces to bring help to first-time e-grade users." During the last week of classes, the TRC (trc.ucdavis.edu/trc/) will be offering 20-minute training sessions covering use of the Final Grade Submission Tool, and during finals week a drop-in "Grading Clinic." Additionally, one-on-one assistance is available through IET's ET Partners Program (etpartners.ucdavis.edu/) and through departmental Technology Support Coordinators (tsp.ucdavis.edu/). Finally, the IT Express Help Desk (754-HELP) provides assistance by email, by phone, and at their office in Shields Library. Instructors wanting to learn more about the electronic grade-submission process are encouraged to contact one of these organizations and to visit classes.ucdavis.edu/grading for a complete list of Fall quarter grading help resources. ✦

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❋ *Preparing for E-Grade Submission* ❋

Secure a UCD Login ID and Kerberos password. Call 754-HELP for assistance.

Make sure you are the instructor of record. See your department MSO to find out.

NB: Grades are due within 72 hours of final exam.

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# Scram Spam!
## Filtering System Increases in Flexibility

When you check your email each morning, you are most likely greeted by advertisements for discount medication, home loans, and other services you never inquired about. Unfortunately, these messages are not merely annoying; they also pose a security threat to you and your computer. Many spam emails come armed with attachments containing hazardous viruses or spyware. The former can damage your computer, while the latter can be used for identity theft. UC Davis takes these threats seriously and, in its continuing effort to curtail spam, has recently enhanced the spam filtering service first implemented in May 2003. What's more, the recent addition of Allow/Deny Lists permits users to customize the service by specifying certain email addresses from which they always or never want to receive email.

### Activating the Spam Filter

UC Davis provides a spam filtering service that will help you contain the number of unwanted messages you receive. What's more, the spam filtering site presents information and instructions for using additional anti-spam resources. The filter takes just moments to activate: simply visit security.ucdavis.edu/spam.cfm and follow the instructions listed under "Campus Spam Filtering." According to your preference, the spam will then either be tossed out immediately or rerouted to a spam folder housed on UC Davis Web-based email (aka Geckomail). Note that this folder will always be kept at the UCD server, so if you use another email client to check your email (e.g., Eudora, Outlook), you will need to visit the UCD email site if you wish to access your spam folder.

### Protecting Your Listserv from Spam

You can help protect your listserv subscribers from receiving spam through the mailing address by setting up a spam filter for your listserv. To establish spam filtering on lists you own, visit email.ucdavis.edu/spamlistowners.html for instructions.

### Eudora, Outlook, and Other Email Client Users

If you check your email using Eudora, Outlook, or some other email client, you can set up the spam filter as mentioned above, but you should also visit your client home site for instructions on spam filters they provide. These should be employed in addition to, not as a substitute for, the UC Davis spam filtering service. You stand the best chance of limiting unwanted email by attacking the spam from many angles.

### Allow/Deny Lists: Refine Your Spam Filtering Service

If in the past you disabled your campus spam filter because messages you wanted were mistakenly regarded as spam, the new Allow/Deny List service--accessible through the Spam Filtering Web site (security.ucdavis.edu/spam.cfm)--will take care of this problem by permitting you to designate email addresses that should make it to your inbox (allow). Conversely, if you consistently receive unwanted messages from a particular address, you can now specify that this address be blackballed (deny), thus sending those emails into your spam folder. Please note that the Allow/Deny Lists can be used *only* if you indicate that you'd like your spam sent to a spam folder. If you want your spam to be trashed, rather than sent to a MyUCDavis folder, you will not be able to employ the Allow/Deny Lists feature.

Since its creation, the campus spam filter has prevented more than 126 million spam emails from entering the inboxes of faculty, staff, and students across campus. While no single spam filter will eliminate unwanted messages from crossing your desk, implementing this and other such filters will help reduce the number of pesky intrusions into your work day. ✦

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