Friday June 12 CL and Other Quick Tips

- If you experience problems with audio in either Skype or Communicator and have iTunes running, try closing iTunes before making an audio call with either of the two apps. My experience is that iTunes will prevent outgoing audio with Skype and both incoming and outgoing audio with Communicator.

- Build a electronic reading list in your Oncourse course through eShelf. Find instructions at: http://www.ulib.iupui.edu/research/metasearch/help/oncourse NOTE: to target your databases to nursing, when you first enter MetaSearch, click “Search by subject” then check the Nursing category.

- Reminder: effective fall 09 University Library is phasing out Electronic Course Reserves since both Oncourse and Article Delivery Service are available. If you have questions, send an e-mail to: ereserve@iupui.edu or contact Randi Stocker, our library liaison, at rstocker@iupui.edu

- Public Announcements can be added to an RSS (Really Simple Syndication) feed to be read in readers such as Google Reader or Bloglines. This is not selective/per announcement, but the Options setting for all Public announcements you create (this does not effect announcements posted only so that course members can read them). Click ANNOUNCEMENTS : Options, then click the URL to choose the reader. Choosing, for example, Google Reader, you will see an alert that you are not yet subscribed to the feed and a button to Subscribe.

- Choose the number of tabs you see through My Workspace : Preferences. Choosing more than 5 will cause the tabs to wrap to a second or subsequent line, depending on the number you choose.

- Within a Course, the Messages and Forums Notifications on the home page will show the number of unread messages and forum postings.
  - The number indicates the number of unread communication
  - Click the number beside Forums or the word Forums to go to the main Forums page.
  - Click the number beside Messages or the word Messages to go to the main Messages page.
  - Click the envelope/pencil icon to the right of the Messages number and all unread messages will be marked as read. (The screen may not refresh to reflect that the messages are now read until you make a different selection or refresh the page.)

- Within Messages, click the checkbox preceding a message then click Mark Unread to cause the message to revert back to new, unread status.

Cindy

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