

Hans-On Technology

Websites

My website is finally up and linked to the district site. You can find it in the “fast find” menu as “Technology Integration”, or just go to:

www.andyhanson.pbworks.com

You'll find helpful information, tutorials, links, and even forms to ask questions and book meeting times.

Do you forget online passwords? Try www.lastpass.com. It will log in for you securely.

Tips

You can choose how your Mac executes a right click in System Preferences. Choose Trackpad from the System Preferences menu, and look for “secondary click” options. Often, these menus make hidden features much more accessible.

Click a file, and then tap the space bar to preview it without opening a program.

FYI

21 Signs You're a 21st Century Teacher: from the SimpleK12 blog

Help Us Help You!!

Few things frustrate me more than when I'm trying to get help from a company's tech support and it takes a week of emailing back and forth to get what seems to be a simple solution.

We try to avoid a lot of that hassle here by having some things in place to expedite the process. However, if you don't use them, it may take longer for you to get the help you need. Here are some

tips to help you get the fastest service from your tech department:

- Have an email signature with at least your name, building, and position. Room numbers help, too.

- Set up iChat. Often, we can communicate instantly or take over your computer to fix things quickly.

- When leaving voicemail, give your name and number first, and slowly.

- Ask your building tech first; they often can get to you faster and know how to solve many of the common problems that crop up.

- Remember: if it doesn't work, call Larry. If you need to know how to do something, call Andy.

Instructions for setting up signatures and iChat can be found on the [Technology Instruction](#) page. Or, just ask me.

Promethean Trainings

There are a couple of opportunities for those who are interested in learning more about using Promethean products. Promethean User Groups (PUGs) will meet in a different teacher's room (volunteers? ☺) each month, and will be differentiated by elementary and secondary teachers. This is where you bring your questions and issues to be resolved. This is different than the full day of training a few teachers will get in November/December. All dates will be on the district calendar very soon.

LoTi Update

The LoTi (Levels of Teaching Innovation) survey is nearly complete. Thank you for taking the time to complete this important task. This will serve as baseline data for technology integration efforts and recommended staff development, but it also includes elements of research-based best practices. For more information about LoTi, visit [my website](#) and click the LoTi link.

Suggestions

Please email or call with any suggestions you have for this newsletter. The goal of this publication is to keep you informed about technology topics in USD #418, provide simple and quick tips and tricks, and hopefully you get something useful here or there.