



## VISALIA TECHNOLOGY WORKSHOPS

### FALL 2010 - BACK TO SCHOOL!

Visalia classes are held in the ERS Technology Lab from 4 – 7 p.m.  
7000 Doe Ave., Suite A (Corner of Shirk & Doe)

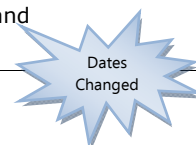
#### *TCOE continues its Technology Workshops . . .*

- ❖ All workshops are \$30 per person unless otherwise listed. Please make payments payable to TCOE and send to: TCOE – ERS, 7000 W. Doe Ave., Ste.A, Visalia, CA 93291. Please write **name** and **workshop title** on payment. Payment must be received prior to the workshop and only paid registrants have a guaranteed spot.
- ❖ TCOE uses the Organization Management System (OMS) for all offerings. To browse the calendar, please follow this link: <http://tulare.k12oms.org>. When you decide you would like to register for a workshop, click it on the calendar. Another window pops open and you will need to click the button on the right side to register.
- ❖ Fresno Pacific University offers one unit of professional credit for 15 hours of classes. In order to earn 15 hours, you must take 5 classes. Cost per Professional Development Unit is \$65. More information will be provided in class.
- ❖ **“Kids Too!”** workshops are designed for you to bring up to 2 students for an additional cost of \$10 per student. (Gray Shading)
- ❖ A light dinner, snacks and beverages will be provided.

Date Instructor	Title & Class Description – Titles Listed Alphabetically
October 21, 2010 Steve Woods	<b>Adobe Acrobat Professional</b> This class will teach attendees the skills they need to create, combine and edit Acrobat documents, create and share Acrobat portfolios, build and use fillable forms, allow for commentary in documents, and take advantage of Acrobat's security features.
November 2, 2010 Steve Woods	<b>Adobe Illustrator 1</b> Tired of the limitation of basic desktop publishing programs? Discover the flexibility that Illustrator offers in creating dynamic flyers, posters and more.
September 23, 2010 Steve Woods	<b>Adobe Photoshop 1</b> Basic introduction to the Adobe Photoshop CS3 Interface, and how to use Photoshop to manipulate and enhance digital images. Image correction, compression for use on the Internet, filters and batch processing will be covered.
October 5, 2010 Steve Woods	<b>Adobe Photoshop 2</b> Building on a basic knowledge of the Adobe Photoshop CS3 Interface, students will be introduced to the concept of layers, and will create a poster for use in their classroom or school. Specialized bevel and embossing, drop shadows and filters will be covered.
December 2, 2010 Steve Woods	<b>Adobe Photoshop 3</b> Building on a basic knowledge of Photoshop layers. Projects with more involved layers concepts will be covered, as well as tips and tricks to enhance your classroom or school-based creations.
October 28, 2010 Dr. Glenn Williams	<b>Digital Storytelling</b> Digital storytelling enhances your students' writing by combining pictures, photographs, music, and voice. Learn how to create a quick and easy digital story, and how it can be used to engage your students in the writing process.
October 19, 2010 Jim Sill	<b>Google Docs</b> Collaborate for Success with Google Docs – Explore one of Google's most popular applications among teachers. This free online word processor, spreadsheet, & presentation editor allows you to create, store, share, & collaborate on documents with others. Features include: Docs, Spreadsheets, Presentations, & Forms.
November 30, 2010 Jim Sill	<b>Google Earth &amp; Maps</b> Join us for this three-hour workshop and explore the many ways to start using Google's Geo Apps in the classroom. We will focus on using Maps and Google Earth to engage students and show them a whole new world. From the ocean floor to volcanic peaks, you will discover how to teach across the curriculum using these free tools.



September 21, 2010 Jim Sill	<b>Google Search Tools</b> Google's mission is to make the web's information more accessible and useful. Join us in this three-hour workshop where we focus on taking full advantage of Google's Search tools that can forever change the way you teach. Using Google's free, online tools, you will discover how to navigate the internet's information and find what you are looking for with ease. We will dig into advanced search techniques with images, file types, books, news, and much more.
November 16, 2010 Jim Sill	<b>Google Sites</b> Join us for this three-hour session and learn how to create custom web pages using Google free web design tool. We will showcase how you can create a site for a class, a school, or group project. Explore how you can collaborate with students, friends, and coworkers to quickly share information and ideas. Learn to add attachments, maps, calendars, and more with a click of a button.
November 18, 2010 Steve Woods	<b>Microsoft Office Access</b> Learn how to manage data using this powerful database tool. Import data from an Excel file, or from State of California Education Department data sources. Create a basic table and a form in which to input student data. Learn to search your information using customized queries, and perform a mail merge using the data.
September 15, 2010 Dee Jay Blaylock	<b>Microsoft Office Excel 1</b> Learn the basics of the Microsoft Excel environment, including address books and mail features.
September 29, 2010 Dee Jay Blaylock	<b>Microsoft Office Excel 2</b> Building on a basic knowledge of Excel, students will utilize formulas, perform an advanced mail merge and create a simple room diagram for an event.
October 20, 2010 Linda Horsting	<b>Microsoft Office PowerPoint 1</b> Create PowerPoint presentations that communicate your message; integrate sound and graphics, animations and transitions.
November 1, 2010 Linda Horsting	<b>Microsoft Office PowerPoint 2</b> Building on a basic knowledge of PowerPoint, students will learn how to integrate a soundtrack, compress digital video and more into their presentation.
October 12, 2010 Dr. Glenn Williams	<b>Microsoft Office PowerPoint for CyberQuest</b> (Beginning Skill Level) Learn the basics of PowerPoint with an eye to the annual CyberQuest competition; includes techniques on how to make your presentation shine.
October 13, 2010 Dee Jay Blaylock	<b>Microsoft Office Word 1</b> Become familiarized with the Microsoft Word program, including text format and styles, inserting clipart, cutting, pasting and editing text.
November 3, 2010 Dee Jay Blaylock	<b>Microsoft Office Word 2</b> Take the next step in Word. Topics to be covered include mail merging, using templates, creating a mail merge list, connecting with Excel.
December 1 & 8, 2010 Linda Horsting Two-night Session <b>** Cost \$100 **</b>	<b>Pinnacle Ultimate</b> You will be able to create videos that teach and inspire your students with your very own version of Pinnacle. Software is included. Have your students create video book reports, video logs for science projects and more!
September 28, 2010 Dr. Glenn Williams	<b>Windows MovieMaker</b> Want to turn your next class field trip into a movie classic using a product that you may already have? Learn the basics of digital video camera operation, upload a movie to computer, and convert to a web-ready format.



- ❖ **NEW Cancellation Policy** – Cancellations must be received 24 hours in advance. ***Beginning July 16, 2010, all no shows will be charged a \$10 fee.*** Registrations will be **confirmed** when TCOE receives payment. TCOE/ERS reserves the right to cancel a class due to lack of **PAID** registrations and will make every effort to contact registered participants.
- ❖ For information, suggestions, or questions, please e-mail Juani Rubio at [juanir@ers.tcoe.org](mailto:juanir@ers.tcoe.org) or call 651-3031 ext.273.

<http://tulare.k12oms.org>

Glenn Williams, Technology Instructional Consultant, Tulare County Office of Education, 559-651-3047 [glennw@ers.tcoe.org](mailto:glennw@ers.tcoe.org)