

District E Technology News

March 2004 Edition

Hello Technology Leaders!

This is the eighth e-mail update of the 2003-2004 school year. It has almost been a year since I became the Local District E Instructional Technology Applications Facilitator (est. 03/10/03). It has been a busy year, and this month is no exception with several programs using technology being implemented with growing pains. Feel free to forward the following information to others. If you know of others who may be interested in being included in the District E Technology News e-mail list, please have them contact the Local District E Instructional Technology Applications Facilitator, John Rivera at john.rivera@lausd.net.

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1. Technology Consortium Meeting Preview, 1:30-3:30pm, March 15, 2004

Here is the tentative agenda for the March 15, 2004 meeting at Atwater Avenue Elementary School, 3271 Silverlake Boulevard, Los Angeles, CA 90039. As always, attendance is voluntary but does provide an occasion when technology leaders can share ideas as well as learn.

- 1:30 Latest Technology Updates (re: topics covered or not yet covered by this e-mail)
- 2:00 Inside LAUSD (formerly Administrative Notebook): A Tour of Its Resources
- 2:40 A Look At LCD Projectors and Document Cameras: The High-Tech Alternative to Overhead Projectors For Use In Presentations
- 3:25 Open Questions Forum/Networking With Other Technology Leaders

2. 2004 California School Technology Survey Update

Thanks to all of the people involved in getting these surveys completed. Only one high school and a handful of elementary schools still need to finish their surveys. As you may

already know, the 2004 California School Technology Survey has been available online since January 7, 2004 and must be completed by March 19, 2004. Schools not making the obligation will not be eligible for state and federal grants involving technology as well as a share of the Microsoft Settlement Fund, which will be an enormous equipment and software distribution program rolled out over a four-year period. Please use the following information below for access (some schools may need to call for an alternate PIN due to the state incorrectly listing your school in a different local district). Please contact me if further clarification or assistance is needed.

District PIN (number): e76667

School Survey System Password: network

School Technology Survey Web Address: <http://www.cde.ca.gov/edtechsurvey/>

3. Decision Support System – District E Training

Local District E has arranged training specifically for school site administrators, coordinators, and coaches as well as local district office staff on the use of LAUSD's Decision Support System (DSS), a web-based system that provides accountability reports of student outcomes and achievement, including self-generating reports such as CELDT, suspensions, and Single Plans. **Each of the four hands-on workshops will be held at Arlington Heights Elementary School.**

To register: Please contact the District E Instructional Technology Applications Facilitator, John Rivera, at (323) 932-2225 (please leave a message) or john.rivera@lausd.net with your first and second choice. Please choose from one of the following four sessions:

March 25, 2004 - 8:00 a.m. to 12:00 noon

March 25, 2004 - 1:00 p.m. to 5:00 p.m.

March 26, 2004 - 8:00 a.m. to 12:00 noon

March 26, 2004 - 1:00 p.m. to 5:00 p.m.

To obtain your account: Beforehand, school principals and assistant principals of K-12 schools should create their own accounts by completing the self-registration form within the DSS Portal (<http://dss.lausd.net>). All other eligible LAUSD employees must obtain a DSS account by filling out a **Request for DSS UserID Authorization** form and faxing it to (213) 241-8420. This form is found on the DSS website.

It is imperative that you register for this workshop immediately because each session will be limited to 15 participants.

4. ePALS E-Mail Implementation and Creation of Student Accounts

LAUSD WebMail for K-12 school site employees has now switch over to ePALS SchoolMail™ to provide e-mail service. LAUSD has migrating to this system to offer safe email accounts to K-12 teachers and STUDENTS. It is restricted to K-12 school sites because it is federally funded through e-Rate and the District must abide by the specifications written in the application for this service. If you are having difficulties logging into ePALS, if you need technical assistance with the use of ePALS, or if you have comments or suggestions regarding ePALS, please call the ITD Support Helpdesk at (213) 224-2277, Option 7 or e-mail at epals@lausd.net. Information regarding ePALS may be found at <http://www.lausd.k12.ca.us/lausd/offices/itd/epals.htm>.

The on-line creation of student accounts requires the school site **Principal** to authorize a staff person to create student email accounts. Students must have a current signed parent consent and Acceptable User Policy on file before being assigned an email account. If you have not already done so, please have your Principal e-mail your school site designee's name and lausd.k12.ca.us e-mail address to epals@lausd.net. This information must be forwarded by the Principal in order to set up the authorization for your school site person to set up e-mail accounts.

For additional questions, please send an e-mail to epals@lausd.net or contact Vickie Frederick at (213) 241-1070.

5. Online Teacher Evaluation (a.k.a. Stull Evaluation)

The release of the On-line Teacher Performance Evaluation was delayed several days but is now accessible. Information on this process is available as BUL-792 Performance Evaluations For Certificated Bargaining Unit Personnel and can be viewed from the [Inside LAUSD website](#). To access the new On-line Teacher Evaluation link and learn more about the process, please go to the following website:
http://www.teachinla.com/current_emp/administrators.php

6. More CTAP Los Angeles Classes Available

CTAP Los Angeles County offers a host of workshops to suit your technology needs. Below you will find an updated list of workshops that have dates available to take. Visit the CTAP Region 11 Workshops webpage to register for or read more information on a workshop that interests you or your colleagues by going to:
<http://ctap.lacoe.edu/workshops>

Digital Media Goes to School

This workshop focuses on the process for using multimedia in a standards-based classroom environment to increase understanding with storytelling.

Available dates:

03/06/04 at L.A. County Office of Education, Downey, CA
03/24/2004 at Emery Park ES, Alhambra School District, Alhambra, CA
03/24/2004 at Palmdale Pueblo Center, Palmdale, CA
04/26/2004 at Norwalk –La Mirada Unified School District, Norwalk, CA
06/02/2004 at Long Beach USD Teacher Resource Center, Long Beach, CA

Video Production for the Classroom

This two-day workshop focuses on the process and tools for using multimedia in a standards-based classroom environment.

Available dates:

03/10/04 - 03/11/04 at Hermosa Valley School, Hermosa Beach, California

Mac OSX Troubleshooting

This workshop delivers basic training in dealing with freezing, using the Finder, formatting and fragmentation issues on the Macintosh.

Available dates:

03/22/04 at L.A. County Office of Education, Downey, CA

Interactive Projects with MovieWorks Deluxe

MovieWorks Deluxe combines video, sound, animation, paint and image editing tools with a time-based, object-oriented sequencing and authoring program to support a standards-based classroom environment. (Software is included in the registration fee.)

Available dates:

03/31/04 at L.A. County Office of Education, Downey, CA

Advanced iMovie & Quicktime Pro

This workshop provides a more in-depth exposure to iMovie, including an overview of the features of QuickTime Pro. (Software is included in the registration fee.)

Available dates:

04/01/04 at Hermosa Valley School, Hermosa Beach, California

Windows 2000/2003 Beginning Server Administration

This two-day workshop is designed for the New Windows 2000 Server Administrator who needs to learn beginning administration of a Windows 2000 Domain.

Available dates:

04/05/04 – 04/06/04 at SMMUSD Tech Center, Santa Monica Adult School

Mac OSX Server Administration

One Day hands-on session for the Server Administrator (Beginning, Intermediate, & Advanced) who needs to learn the basics of administering a Mac OS X server. Will learn how to implement and maintain a Mac OS X network environment.

Available dates:

04/07/04 at SMMUSD Tech Center, Santa Monica Adult School

PC Troubleshooting

Training includes basic instruction in keeping a PC computer running smoothly in a classroom or lab.

Available dates:

04/12/04 at L.A. County Office of Education, Downey, CA

eZedia – Its eZ!

The classroom process for creating interactive multimedia is highlighted with eZediaMX authoring and editing software, by adding graphics, sound, movies, text, and voice to a project. (Software is included in the registration fee.)

Available dates:

04/16/04 at Emery Park ES, Alhambra School District, Alhambra, CA

Enhancing Digital Projects with ImageBlender & Simply VR

This workshop supports content standards with enhancements for projects using ImageBlender to edit photos and SimplyVR to make Virtual Reality 3-D objects and panorama movies. (Software is included in the registration fee.)

Available dates:

04/20/04 at L.A. County Office of Education, Downey, CA

Final Cut Express in Education

This two-day workshop focuses on the process for video use in the classroom as well as delving into professional-quality digital video editing for educators with intermediate to advanced technology skills. (Software is included in the registration fee.)

Available dates:

04/20/04 at American Film Institute, Hollywood, CA

05/01/04 at American Film Institute, Hollywood, CA

EETT Symposium

Instructional Technology-Access, Accountability and Achievement. Features hands on workshops (handheld devices and laptops), an exhibit area full of technology resources, and best practices shared from educators throughout Southern California.

Available dates:

04/29/04 at Pasadena Conference Center

Claymation: Kids + Clay = Conceptual Clarity

Learn to create clay animation projects that support curriculum with strategies for classroom implementation. (A Clay Animation Kit is included in the registration fee.)

Available dates:

05/14/04 at L.A. County Office of Education, Downey, CA

Communicating Ideas with MediaBlender

Learn the basics of multimedia authoring using MediaBlender which promotes cognitive skills, including project management, research, organization, presentation, and reflection. (Software is included in the registration fee.)

Available dates:

05/15/04 at L.A. County Office of Education, Downey, CA

Windows 2000/2003 Advanced Server Administration

A two-day workshop for the Windows 2000 Server administrator who needs to learn intermediate to advanced skills like administering user and group accounts, sharing network resources, NTFS permissions, print server etc.

Available dates:

06/28/04 - 06/29/04 at SMMUSD Tech Center, Santa Monica Adult School

7. Compliance with the 1976 U.S. Copyright Law – Computer Software

Bulletin Number BUL-716 was released on January 8, 2004 to reiterate the District Policy regarding computer software distribution. Please review this Bulletin for use in evaluating compliance at your school site. Originally mandated on April 30, 2001, every employee at a site had to sign a “Software Policy and Code of Ethics” which was to be maintained/filed on site by the Principal or other administrator-designated individual. When a site receives a new employee or an employee from another site, a new form must be signed by that individual.

School sites are also asked to maintain a log of software licensing to ensure every computer is legally using that software. A sample log is attached to the Bulletin as well. To view Bulletin Number BUL-716, please visit Inside LAUSD at <http://notebook.lausd.net>. For assistance or further information, please contact Vickie Frederick, Director of Network Operations, at (213) 241-1070 or vickie.frederick@lausd.net.

8. ITD Customer Support Helpdesk Phone Number Has Changed

The toll free number for ITD Customer Support Helpdesk has been discontinued as a cost-saving measure. For now on, please call (323) 224-2277 for all your technical support needs. You may also visit the technical support website at <http://techsupport.lausd.net> where you can read about the latest news on District handling of technical problems such as virus updates, network shutdowns, and e-mail setup. From that site, you also can e-mail support requests or obtain a form to ask for technical support via fax. Please remember that Customer Support is who must be contacted for all help with network issues, hardware problems, and software glitches. As your Local District E ITAF, my duties are mainly to facilitate and support instruction as an employee of District E Instructional Support Services. My expertise falls within the realm of using technology to enhance curriculum. But I will always try and answer your questions about technical issues and will refer you to the right answer if I don't have one.

9. PDDSS has changed to the LAUSD Learning Zone

PDDSS (LAUSD's professional development management and registration system) is now offline and has changed to become the Learning Zone. This new system will be up and running shortly. When it becomes available, you will have to access it from Inside LAUSD (<http://notebook.lausd.net>). After logging into Inside LAUSD, you will have access to the Learning Zone. Stay tuned for updates regarding the Learning Zone as it continues to transform.

As always, I hope this has been helpful and informative. If you have any questions, please contact me:

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If you do not wish to be part of this e-mail list, please reply back requesting to be removed.