

September, 2009 Media/Tech Talk

By Jennifer Varney, Director of Media/Technology



As always, the technology department had a busy and eventful summer. Please see the list below of some work that was done this summer. Thanks to all of the technology department and custodial staff in all of the buildings for working together to make all of this happen!!

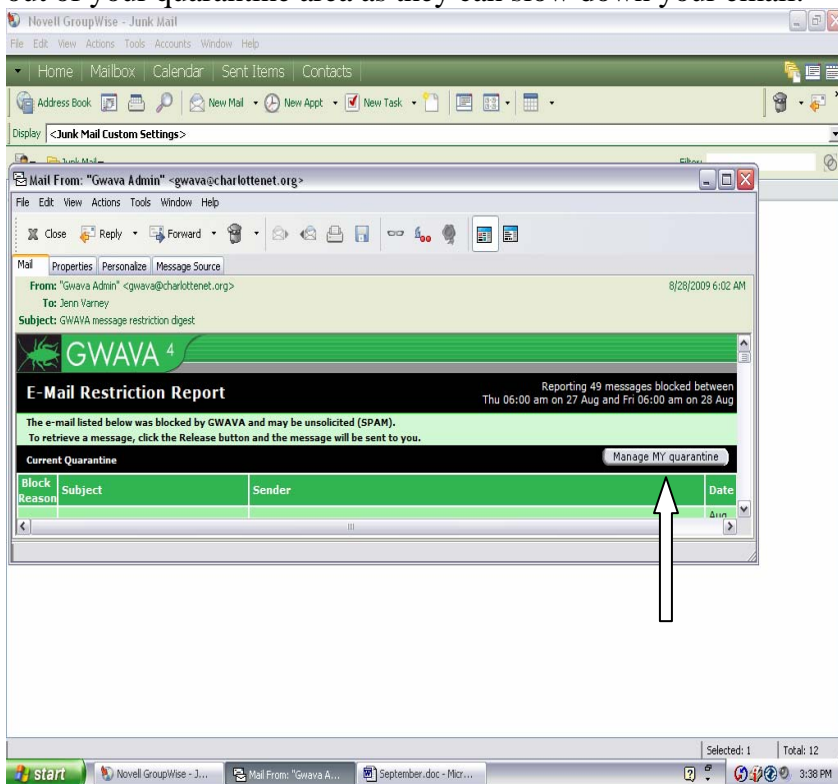
- ✓ Weeded and cleaned Weymouth media center and weeded Parkview
- ✓ Prepared Weymouth for Child Care program and technology needs
- ✓ Ordered, received and imaged new Washington lab stations
- ✓ Ordered and replaced all elementary switches
- ✓ Added wireless netbook cart to Washington inventory
- ✓ Relocated technology for school nurse to Weymouth/Portable 1
- ✓ Washington portables, connection of technology and phones
- ✓ Worked on Galewood weather station
- ✓ Transferred AR from Weymouth to Galewood
- ✓ Ordered, received and imaged new middle school lab stations – E106
- ✓ Ordered, received and imaged new high school lab stations 409/410
- ✓ Re-adjusted high school camera at the outside main entrance; relocated high school Michigan Room camera to lobby area.
- ✓ Ordered, received and imaged new Central Office machines
- ✓ Reassigned classroom phone extensions and homerooms for scheduling
- ✓ Cleaned technology equipment
- ✓ Ordered and replaced email server
- ✓ Reviewed update from Group Wise 7 to Group Wise 8 (web based Group Wise 8)
- ✓ Installed video server for e20/20 program (replaces the Plato learning program); 4 staff members attended training on program on August 26
- ✓ Replaced Learning Center lab computers
- ✓ Replaced and updated all internal video bulletin equipment
- ✓ Working on clarity of Access Channel and replacing of equipment
- ✓ Ordered, received and imaged, new food service touch screen machines
- ✓ Renewed software licensing for multiple products; including Microsoft
- ✓ Re-skinned whiteboards at HS (4), MS (1) and elementary buildings (14)
- ✓ Updating staff lists, Group Wise groups, phone lists (latest update August 18th)
- ✓ Worked with Central Office on SDS on-line time sheet placement of computers for hourly employees
- ✓ Replaced secretary
- ✓ Updates to Skyward/EMS/Versatrans
- ✓ Updates to Inventory for equipment and ink cartridges
- ✓ Upgraded from Blackboard 8 to Blackboard 9
- ✓ Met with K-12 media staff for Back to School meeting
- ✓ Work with various individuals to troubleshoot technology needs
- ✓ Provided a Data Director training for 8 staff members
- ✓ Updated all Office Machines to include Office 2003

- ✓ Sonicwall (filtering software) clean up
- ✓ Collaborated to create and place a new computer lab request form/building use form on-line
- ✓ Scheduling for high school, middle school, alternative ed and elementary specials
- ✓ Incorporated new SSL certificate license for Skyward servers
- ✓ State reporting
- ✓ Family Access – email parent notification

GWAVA AND MANAGING QUARANTINE

At the end of the school year, we indicated that we would be installing a new server for Group Wise email this summer. With this new installation, we thought we would give staff a quick reminder on GWAVA and managing your spam. Staff receive digests twice a day; the first digest begins its release at 6:00 a.m. and the second at 2:30 p.m. **Please remember to check your digests as parent emails may get “hung” up in there.**

If you are expecting an email during the day in between these times and would like it released, you are able to do this by opening your digest and selecting the gray button in the right hand corner that states “My Quarantine.” Once this button is selected, you will be prompted to type in your email password again. This will take you to your main spam storage area. Staff will be able to click on the box to the left of the email they would like to release and then choose to release the item. It is always and good idea to delete items out of your quarantine area as they can slow down your email.



GROUPWISE 8

While installing our new server, we investigated upgrading from Group Wise 7 to Group Wise 8. At this time, if you use the web version of Group Wise it has automatically been updated. We are planning on upgrading the client version (the little globe on desktops) during Christmas vacation.

TECHNOLOGY TRAININGS

If you have a specific need for technology trainings this year, please see your media specialist to arrange. Throughout the year, buildings will be offering a variety of experiences per requests.