



Center for Teaching & Learning

SPRING 2020

Jan. 10-Feb. 27

PROFESSIONAL DEVELOPMENT OPPORTUNITIES

Accessibility for All

ACCESSIBLE EMAIL

Compose emails to ensure equal access to content.

CTLE-S140-501 R 2/20 2-2:45 p.m. L243 L. Dyrda

ACCESSIBLE DOCUMENTS

Create organized documents for individuals with varying abilities and skills.

CTLE-S141-501 R 2/20 1-1:45 p.m. L243 A. Marcasciano

ACCESSIBLE PRESENTATIONS

Create presentations for individuals with diverse abilities and skills.

CTLE-S142-501 R 2/20 11-11:45 a.m. L243 L. Dyrda

ACCESSIBLE VIDEO

Create video for individuals with diverse abilities and skills and in varying situations.

CTLE-S143-501 R 2/20 10-10:45 a.m. L243 A. Marcasciano

ACCESSIBILITY IN CANVAS

Learn to scan courses and fix issues that may prevent access for some students.

CTLE-S144-501 R 2/20 9-9:45 a.m. L243 S. Leturno

Certificate Programs

The certificate programs are intended to reflect awareness and capabilities in a range of topics. Check the website and email for updates.

Student Support

NO-TECH OPTIONS

Immediate strategies to engage students without using technology.

CTLF-S120-501 T 1/21 5-5:50 p.m. L244 S. Gallagher

CTLF-S120-502 W 1/22 5-5:50 p.m. L244 S. Gallagher

TITLE IX TRAINING

It's on us! Learn to respond, refer and report misconduct.

CTLF-S117-501 T 2/11 11 a.m.-Noon A261 J. Jenkins, K. Marshall

Technology

FACULTY SELF-SERVICE TOOLS

Learn to use the updated Faculty Self-Service tools to enter grades and verifications.

CTLF-T145-501 F 1/10 9:30-10 a.m. L243 S. Leturno

CTLE-T145-502 M 1/13 2-2:30 p.m. L243 S. Leturno

CTLE-T145-503 T 1/14 11-11:30 a.m. L243 S. Leturno

FACULTY SELF-SERVICE – OPEN LAB

Learn to use the midterm verification in the updated Faculty Self-Service open lab.

CTLF-T146-560 T 1/28 2:30-3:30 p.m. L243 S. Leturno

Self-Guided Tutorials

Self-guided tutorials are intended to be viewed independently of any face-to-face training, allowing the viewer to review content of relevance. Each self-guided tutorial contains a final task to complete and submit to the CTL, allowing the viewer to obtain credit for accurate completion.

WINDOWS 10 AND MS OFFICE 2016

Explore this hands-on workshop for Windows 10 and Microsoft Office 2016.

CTLE-T110-501 W 1/29 9-9:45 a.m. L243 S. Leturno

MICROSOFT OUTLOOK CALENDAR

Create calendar events and appointments in Microsoft Outlook.

CTLE-T118-501 W 1/29 10-10:45 a.m. L243 A. Marcasciano

MICROSOFT EXCEL SORTING AND FILTERING

A to Z: Simplify data in Excel.

CTLE-T220-501 W 1/29 11-11:45 a.m. L243 L. Dyrda

FILE MANAGEMENT AND STORAGE

Simple steps to organizing files.

CTLE-T104-501 T 2/4 10-10:45 a.m. L243 L. Dyrda

DESIGN FOR THE REST OF US

Create visual materials to engage and assess students.

CTLF-T198-501 T 2/11 10-10:50 a.m. L243 A. Marcasciano

Canvas

CANVAS: DUE DATES

Learn the benefits of using due dates in Canvas and tips to manage dates from one semester to another.

CTLF-C103-501 W 1/15 3-3:50 p.m. L243 L. Dyrda

CANVAS: NEW PLAGIARISM TOOL

Kick the tires on the new plagiarism tool, SIMCheck.

CTLF-C112-501 R 1/16 10-10:30 a.m. L243 S. Leturno

CANVAS: NEW FEATURES

Learn some of the new features in Canvas.

CTLF-C210-501 T 1/21 11-11:50 a.m. L243 L. Dyrda

CANVAS: RUBRICS, OUTCOMES, GRADES

Learn to grade efficiently using Canvas Rubrics and Outcomes.

CTLF-C203-501 M 1/27 3-3:50 p.m. L243 L. Dryda

CTLF-C203-502 R 2/27 9-9:50 a.m. L243 S. Leturno

CANVAS 2022: IS IT STILL OUR CLEAR CHOICE?

Join an informal conversation about Canvas to determine if it is still the college's best LMS choice for the future.

CTLF-C080-501 M 2/3 Noon-12:50 p.m. L244 L. Dyrda

CANVAS: TIPS AND TRICKS

Pick up some tips and tricks for using Canvas.

CTLF-C111-501 R 2/6 2:30-3:20 p.m. L243 L. Dyrda

CANVAS: GETTING STARTED

Staring at a blank Canvas? We'll show you the basics and help you get started.

CTLF-C091-501 R 2/13 3-3:50 p.m. L243 S. Leturno

Assessment

ASSESSMENT WITH POLLING TOOLS

Quickly check student knowledge in informal ways.

CTLF-T195-501 T 2/11 9-9:50 a.m. L243 A. Marcasciano

CREATIVE ASSESSMENTS

Help students use graphical tools to create visual responses for assessments.

CTLF-T199-501 T 2/11 11-11:50 a.m. L243 A. Marcasciano

Sustainability

RECYCLING AT MVCC

Recycling can be confusing. Learn to do it well at Moraine Valley and at home.

CTLE-V116-501 R 2/13 Noon-1 p.m. A261 S. Presseller

Personal Development

HSA INVESTING: THE WHY AND HOW

Learn about the triple tax advantage of the HSA account.

CTLE-E113-501 M 2/3 3-4:30 p.m. L243 M. Wade

RETIREMENT 10 to 30 YEARS OUT

Prepare for your retirement 10, 20, 30 years out.

CTLF-E104-501 M 2/10 3-4:30 p.m. L243 M. Wade

For the most up-to-date offerings and full descriptions, visit us at ctl.morainevalley.edu/events.
To register, go to MVConnect under "Search, register, and pay for Non-Credit classes."

Need accommodations? Email requests or call us. Provide a minimum notice of seven days.

Building L, Room L244
(708) 974-5347
ctl@morainevalley.edu
ctl.morainevalley.edu
Twitter @morainectl