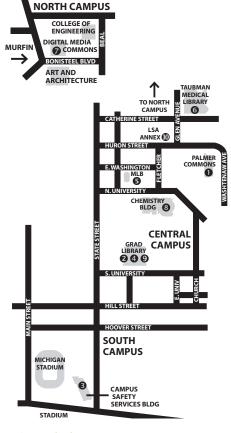
# Guide to U-M Instructional Resources and Support

<sup>\*</sup> Individual schools and colleges may provide additional resources and support. Some units serve specific campus populations. See the reverse side.

	Center for Research on Learning and Teaching	Digital Media Commons	ITCS Education Services	Faculty Exploratory	Knowledge Navi- gation Center	University Library	LS&A Instructional Support Services	LS&A Language Resource Center	LS&A Science Learning Center	Medical Learning Resource Center
TEACHING, PRESENTING, AND PUBLISHING We will assist you if you want to										
Identify and select technology tools for presenting in class	•	•	•	•	•	•	•	•		•
Design learning and teaching strategies for specific outcomes	•	•	•	•			•	•	•	•
Use course management and publishing tools (e.g., CTools and SiteMaker)	•	•		•	•		•	•	•	•
Design and develop traditional, distance, online and hybrid courses	•	•	•			•	•	•		•
Use collaboration tools, (e.g., chat, discussion, blog, and wiki)	•	•	•	•	•	•	•	•	•	•
Make sample exams, readings, or other materials available on the web	•	•	•	•	•	•	•	•	•	•
Develop instructional tools, databases or hardware		•	•				•	•		•
Produce and integrate graphics and 3D visualization		•					•	•		•
Acquire, produce, or use physical or digital media (e.g., play a video tape)		•		•		•	•	•	•	•
Create podcasts (audio and/or video) of class sessions or events		•					•	•		•
Scan text (OCR) or images (facilities or training)		•	•	•	•			•	•	•
Facilitate video conferencing (e.g., Polycom, Connect, Skype)		•					•	•	•	•
Check out digital recording/playback equipment		•					•	•	•	•
Arrange training in technology tools for students in class		•	•	•		•	•	•	•	•
Reserve a computer or media-enhanced classroom for a class or event		•	•				•	•	•	•
Use presentation software programs	•	•	•	•	•		•	•	•	•
Use audience response system (e.g., clicker)	•						•	•		•
Use tools and techniques to assess student learning (e.g., online quizzes, surveys, and classroom assessment techniques)	•	•		•	•		•	•		•
Evaluate technology uses in courses	•	•						•		•
Investigate student learning and engage in scholarship of teaching	•	•				•	•	•		•
Organize and manage notes and citations				•	•	•				
Help find and respond to teaching grant opportunities	•	•				•	•	•		•
Publish work on the internet	•	•	•	•	•	•	•	•		•







1071 Palmer Commons Staff Hours: M-F 8am-5pm Contact: Erping Zhu 764-0505 crlt@umich.edu

www.crlt.umich.edu

The Center for Research on Learning and Teaching (CRLT) offers comprehensive services to faculty and GSIs in U-M's nineteen schools and colleges to improve and enhance teaching and learning. CRLT provides consultation to individuals and departments on integrating instructional technology into teaching, including distance education, and on evaluating the impact of technology. Additionally, CRLT has grant programs to fund instructional technology and other projects.



#### Paculty Exploratory

2nd Floor, Hatcher Graduate Library Staff Hours: M-F 9:00am-5pm, Additional hours

during Fall and Winter Contact: Laurie Sutch

exploratory@umich.edu

# www.lib.umich.edu/exploratory

647-7406

Intended especially for faculty who are new to or not highly proficient with technology, the Exploratory offers hands-on workshops as well as walk-in and by appointment assistance to help faculty explore ways of using technology to support their research and teaching. Visit our website for this term's workshop schedule.

# EDUCATION SERVICES

#### ITCS Education Services

Room 2078, CSSB (Campus Safety Services Building) 1239 Kipke Drive

Staff Hours: Most classes taught during the normal

work day. Special request workshops can be scheduled by appointment.

Contact: Carolyn Newman

647-4035

newman@umich.edu

#### www.itcs.umich.edu/education

IT Education Services provides workshops to promote skill development in a wide variety of software for users at all skill levels. Our workshop services include regularly scheduled non-credit computing workshops open to all staff, faculty, students, and community members. Classes are taught in a variety of locations on campus including the Arbor Lakes Building, Campus Safety Services Building, and the North Ingalls Building.



#### Months Knowledge Navigation Center

2nd Floor, Hatcher Graduate Library Staff Hours: call/e-mail ahead for hours Contact: Laurie Sutch

647-5836

knc-info@umich.edu

#### www.lib.umich.edu/knc/

The KNC provides assistance and instruction to faculty, staff, and students in the use of a wide range of information technology. Visit the KNC to learn about image and text scanning, web development, and bibliographic management tools, such as EndNote and RefWorks. Walk-in or call ahead to reserve a workstation.

# **5** LS&A Language Resource Center

2018 Modern Languages Building Student Hours: M-Th 8:30am-10pm

F 8:30am-5pm Sun 12:30-10pm

Contact: Julie Evershed 764-0424

evershed@umich.edu

# www.umich.edu/~langres

The Language Resource Center is an interdisciplinary resource center provided by the College of LS&A to support the exploration, learning and teaching of the diverse foreign languages and cultures taught at the University of Michigan. The Center provides instructional computing resources, foreign language library/ media collections, GSI office hours, media production, academic technology consulting/assistance, international satellite television, and other related services.

GUAGE DESCRIBEE CENTER

#### Medical Learning Resource Center

Taubman Medical Library 1135 E. Catherine St., Rm 3960

Staff Hours: M-F: 8am-5pm LRC Computer Cluster Hours: 8am-12am

Sat 10am-12am, Sun 12pm-12am

Reduced hours during summer and breaks

Contact: Chris Chapman 936-2903

chapmanc@umich.edu

#### www.med.umich.edu/lrc/

The Learning Resource Center (LRC) offers a full range of administrative, educational, and support services to Medical School students and faculty. Faculty and students interested in understanding, exploring and developing computer-based technologies for use in medical education are welcome to discuss their interests with LRC staff.

#### Digital Media Commons

2281 Bonisteel Blvd. Staff Hours: 8am-5pm,

Building open 24/7

Contact: Diana Perpich 615-4317

dperpich@umich.edu

#### www.ummu.umich.edu

The Digital Media Commons serves as an incubator space for development of interdisciplinary, collaborative learning resources. Projects and experimental environments combine new digital technologies and traditional learning tools for collaboration in the academe. The Collaboration Technologies Lab and CTIG (Sakai Project and it's U-M instantiation: CTools and ePortfolio), the Usability, Support and Evaluation Lab, and the BlueStream project are developing productivity tools for managing and repurposing of knowledge assets to meet evolving academic priorities. The DMC also provides unique technical infrastructure and professional support staff to enable use of advanced 3D virtual reality, 3D visualization, large-scale collaborative multimedia environments, and flexible technology-enabled learning spaces

# Science Learning Center

1720 Chemistry and 2165 USB Staff Hours: M-Th 9am-9pm

F 9am-6pm Sat & Sun 12-6 pm Contact: Claire Sandler

763-9399



#### www.lsa.umich.edu/slc

The Science Learning Center is an interdisciplinary resource center provided by the College of LS&A to support teaching and learning in the five natural science disciplines: astronomy, biology, chemistry, geological sciences and physics. The Center provides instructional computing resources, library collections, GSI office hours, study groups, and other related services.

#### O University Library

2178 Shapiro Library Staff Hours: Vary by location Contact: Doreen Bradley

764-7492

dbradley@umich.edu

#### www.lib.umich.edu

The University Library offers workshops and courserelated instruction on information retrieval, the organization and management of information, and the presentation of information. Subject specialists can assist instructors in designing projects to enhance students' information literacy by developing their skills in evaluating and effectively using information resources.

#### LSA Instructional Support Services



G333 Mason Hall

Staff hours: By appointment

Contact: Lynne Crandall lynnec@umich.edu

#### www.lsa.umich.edu/iss/

The mission of LSA Instructional Support Services (ISS) is to provide excellent learning environments for LSA faculty and students and to facilitate exceptional instructional opportunities -in and out of the classroom- enhancing creativity, inquiry, and discovery, which make the University of Michigan College of Literature, Science and the Arts extraordinary.

In order to accomplish this, ISS staff strives:

- \* to create and maintain the best possible teaching and learning facilities within budgetary constraints;
- \* to provide exceptional customer support in a professional, courteous, and timely fashion;
- \* to provide relevant and necessary equipment that works;
- \* to provide effective and productive training opportunities;
- \* to lead and manage innovative and effective instructional technology projects;
- \* to inspire and support faculty as they explore teaching tools and learning environments;
- \* to implement and scale new initiatives across LSA;
- and to guide faculty and students as they integrate new technologies, methods, and content into their teaching and learning.

Updated: August 2010

