

# Distance Learning Newsletter



SEPTEMBER 2016

## College of Science and Mathematics

**Matthew Laposata**

CSM Distance Learning Coordinator  
Professor of Environmental Science

[matthew.laposata@kennesaw.edu](mailto:matthew.laposata@kennesaw.edu), x3453

### New KSU Accessibility Resources

Kennesaw State University has established a program to aid faculty in ensuring their digital course materials meet Federal guidelines for accessibility to individuals with disabilities. To this end, Jordan Cameron was hired as the Assistant Director for Academic Web Accessibility in March and the Distance Learning Center (DLC) created a primer on issues related to curricular materials and accessibility. The DLC is also offering both webinars and on-ground training sessions on making course materials accessible, and additional resources are under development (see *Getting Help* page for workshop schedule). I recommend the following sections from the primer (linked below) as a good place to begin: *Getting Started*; *Faculty Four of Accessible Development*; and *Frequently Asked Questions*.

<http://accessibility.kennesaw.edu/>

### Office 2016/Adobe DC

If you'd like to upgrade to *Microsoft Office 2016*, it is available for download. Further, be aware that as of the end of 2016, *Office 2016* will be the only version of Office supported by the University. Also available is *Adobe Document Cloud* (Adobe DC), Adobe's highly-flexible product for working with PDF files.

<https://apps.kennesaw.edu/>



### D2L Brightspace News

If you'd like to keep up with the updates performed on D2L, then visit the URL below. D2L is currently developing a tool, planned for November rollout, which will check content in D2L for issues with accessibility. An update to *Turnitin* is also due this January, with a new look and D2L integration. *D2L Brightspace* is now on a renewable yearly contract by the University system of Georgia (USG) and with an eye to the future, the USG has begun a preliminary survey of all Learning Management Systems options.

<http://uits.kennesaw.edu/d2l/>

### TIP: Converting empty cells to zeroes in Excel



When student scores are exported from D2L to Excel format, any assessment a student did not attempt is exported as a blank cell instead of a zero. To convert

blank cells to zeroes, in order to identify a student's three lowest scores using Excel's SMALL function, for example: [1] Highlight all cells in the Excel spreadsheet that contain grades, including any empty cells within for unattempted assessments. [2] On the *Home* tab in Excel, click the *Find and Select* button, choose *Go To Special...* and then click the button for *Blanks*. [3] The blank cells in your array will be highlighted. Hit the zero key to enter a zero into the first highlighted cell. Next, while holding down the CTRL button, hit ENTER. All the highlighted cells will now contain zeroes.



DIGITAL EDUCATIONAL VIDEO

### Distance Learning & the Library

The Sturgis Library has resources to help faculty to incorporate readings, videos, and other resources into their courses, along with a dedicated distance learning librarian to aid these efforts. The link below will get you started. Don't be swayed by the frequent references to "online courses" on the page, as the resources on the site are ideal for courses in all formats. I recommend checking out the *Films on Demand* library, as it has great math and science programs and clips.

<http://libguides.kennesaw.edu/distancelearningfaculty>



### ALG - Proposals Solicited

The *Affordable Learning Georgia* (ALG) project, which funds initiatives to replace textbooks with lower-cost options, is soliciting proposals for its Textbook Transformation Grants. If you have an idea you'd like to propose, the application process is fairly modest and there is compensation for developers. The deadline for the next round of proposals is December 11, for courses that will be taught in Summer and Fall semesters of 2017. See the URL below.

[http://www.affordablelearninggeorgia.org/about/grants\\_rfp\\_rounds678/](http://www.affordablelearninggeorgia.org/about/grants_rfp_rounds678/)