

College of Education
Learning Technology Center
Facilities and Services
The Quick List

The Learning Technology Center's six service areas offer a wide variety of facilities, equipment, and services for College of Education staff and students. Here's a quick list of the many facilities and services the LTC provides, with a brief overview and contact information. More details, pages 3-4. Check the LTC Web site ltc.edb.utexas.edu for the latest information!

LTC Services

LTC Services provides the LTC Services Desk, where you can check out equipment, make facility reservations, get laptop help, and inquire about all the facilities and services below.

Hours M-Th 8:30-7:45/F 8:30-4:45/Sa-Su Closed

Phone 471-3234

Coordinator Ken Waters, 471-6134, kwaters@austin.utexas.edu

Enter SZB 536

Equipment Checkout—Free loan of digital media equipment to faculty, staff, and students. DETAILS ①

Equipment for SZB/BEL Classrooms—Delivery, set-up, and return of laptops, doc cameras, power strips, etc. DETAILS ②

Technology Classrooms—For courses and related activities, by reservation. DETAILS ③

Computer Labs—For student walk-in use and course reservations. SZB 439 Lab Hours: M-Th 8:30-7:45/F 8:30-4:45/Sa-Su Closed
BEL 844 Lab Hours: M-Th 9:00-5:45/F 9:00-3:45/Sa-Su Closed DETAILS ④

Laser Printing—Color and B&W printing, during lab hours, with EID and Bevo Bucks account (www.utexas.edu/student/bevobucks/).
SZB 439

Digital Production Rooms—3 video editing rooms and audio mixing room, CD/DVD discs for sale. SZB 536 DETAILS ⑤

Online Reservations—Go to reservations.edb.utexas.edu and use EID login for Equipment Checkout, Technology Classrooms, Computer Labs, and Digital Production Rooms. DETAILS ⑥

Student Study/Collaboration Area—Tables, lounge chairs, collaboration/dual display table, lots of electrical outlets. SZB 536

Materials Production—Laminator, letter/shape cutters, comb binder, and paper trimmers. Basic supplies for sale. SZB 536

Instructor Reserves—Faculty can put course materials on reserve in the LTC, or have them scanned to PDF for use online. SZB 536

Videoconferencing—Distance Learning Classroom provides videoconferencing with HD video. Technician: Craig Smith, 471-5260, cesmith@austin.edb.utexas.edu Hours: As arranged. Enter: SZB 323 DETAILS ⑦

Assistive Technology Lab—Demonstrates specialized equipment for those with disabilities. See www.edb.utexas.edu/atlab.
Manager: Min Ok, 471-4004, minwook.ok@utexas.edu Enter: SZB 518E

Support for Laptop Initiative

The LTC provides critical support for faculty and students in the College of Education Laptop Initiative for Future Educators (LIFE), including the Laptop Help Desk (LHD).

LHD Hours M-Th 8:30-5:45/F 8:30-4:45/Sa-Su Closed

Phone 471-6072

Coordinator Chad Fulton, 471-5599, chad@austin.utexas.edu

Enter SZB 536

Laptop Help Desk—Provides technical hardware support for students using required laptops in teacher education programs. Can send laptops under AppleCare warranty directly to Apple for repair. Also provides general help with basic laptop software. At the LTC Services Desk. See lhd.edb.utexas.edu for more details on LHD services and policies.

Support for Faculty/TAs of PDS/LIFE Classes—LIFE Coordinator Chad Fulton facilitates effective instructional use of laptops.
Contact: chad@austin.utexas.edu

Technical and Network Services

LTC Technical and Network Services manages the COE data networks, and provides the services listed below.

Coordinator Ryan Baldwin, 471-3386, breakaway@austin.utexas.edu

Computer/Technical Help for Faculty and Staff—To request Help: e-mail help@edb.utexas.edu, or on the Web at help.edb.utexas.edu, or call **471-HELP** if computer access is down.

Wireless Network—Throughout the Sanchez Building, Belmont Hall, and Anna Hiss Gym

Automated Desktop Backup for Faculty and Staff—Safeguard important data on COE computers! To request this service send a message to Help. (Data is not backed up until this service is requested and activated.)

Access to Web and Database Servers—For information on support and access policies, go to www.edb.utexas.edu/education/fac_staff/webservices/ or send a message to Help.

IDEA Studio

The LTC's IDEA Studio promotes technology use in instruction and research, and provides the services listed below for College of Education faculty.

E-mail ideastudio@austin.utexas.edu

Phone 232-2189

Coordinator Karen French, 232-4199, kdfrench@austin.utexas.edu

Enter SZB 437

Technology Integration Services—The IDEA Studio helps faculty use technology to improve teaching and research. [DETAILS](#) ⑧

Classroom Training for Technology Assignments—IDEA Studio staff provide in-class training for students.

Open Websites—Online system for faculty and their students to easily create and publish Web sites. (ows.edb.utexas.edu/)

Video Case-Based Learning Tool—Online system for posting and commenting on video for instruction.

External and Special Projects

External and Special Projects manages the LTC's externally funded research and collaborative activities.

Coordinator Ken Tothero, 232-4121, ktothero@austin.utexas.edu

Vision Awards—Support for innovative instructional technology development in the COE. www.edb.utexas.edu/visionawards
See [DETAILS](#) ⑨

Presidential Timeline at www.presidentialtimeline.org—An LTC partnership with the US National Archives' thirteen Presidential Libraries. Explore the lives of 20th-21st century presidents through digitized resources from the libraries' collections.

Visualization and Discovery Center—New LTC facility! Provides specialized software and advanced display systems for the analysis of complex datasets. Available by appointment only, contact Ken Tothero at ktothero@austin.utexas.edu. Enter: SZB 439A

Communications

The LTC's Communications area provides Web and print information about the LTC, and the services listed below.

Coordinator Laurie Caldwell, 471-3964, lcc@austin.utexas.edu

LTC Tours and Orientation Presentations—Help students or new faculty learn about all the LTC has to offer; can be tailored to specific needs and interests. Contact Laurie Caldwell at lcc@austin.utexas.edu.

Assistance with COE Web sites—For COE staff working on departmental and center sites. Contact Michael Arbore at michael_arbore@austin.utexas.edu.

LTC Administrative Office

Hours M-F 8-12; 1-5

Director Dr. Paul E. Resta

Phone 471-4014

Enter SZB 438

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The Details

① Equipment Checkout Service

A wide array of digital media equipment is available for checkout to College of Education students, faculty, and staff. The loan period varies with the type of equipment borrowed and the demand for it. There are no charges, though fines are assessed for late returns. Students must present a valid UT ID when checking out equipment. Reservations are encouraged and may be made online at reservations.edb.utexas.edu.

Equipment Available for Checkout

New Items!

Digital Transcribers
Portable GPS Units
Laptop Conferencing Speakers
Laser Presentation Remotes

LCD Projectors
MacBook Laptops (Windows/Mac Compatible)
Digital Tapeless Camcorders
Mini DV Camcorders, Players
Digital Still Cameras, Tripods, Lighting Kit

FireWire Hard Drives
Digital Audio Recorders
Conference Phones
Microphones, Speakers
Power Strip Extensions

② Equipment Delivery Service

The LTC provides delivery, set-up, and return of presentation equipment and laptop fleets in the Sánchez Building and Bellmont Hall, during each building's computer lab hours. Reserve equipment needed and give delivery instructions online at reservations.edb.utexas.edu and receive immediate confirmation. (Fees may apply for deliveries for non-instructional events.)

③ Technology Classrooms

These classrooms facilitate collaboration and allow faculty to use the latest technologies in their instruction. They may be reserved for a single class, semester-long courses, or other instructional purposes. Reserve online at reservations.edb.utexas.edu. All have a projection system and console, wireless network, and laptops for students available for delivery.

Third Floor Technology Classroom SZB 324

Seats 40. This spacious room has two large rear projection screens and a dry erase board. (Formerly the "AAL")

Fourth Floor Technology Classroom SZB 439E

Seats 25. Tables can be moved into a variety of configurations. The room has widescreen projection, two flat-panel monitors for breakout sessions, dry erase boards, and a Promethean Activ Board interactive whiteboard. (Formerly the "MTC")

Fifth Floor Technology Classroom SZB 518C

Seats 24. Easily configured tables. The room has widescreen projection, poster rails, dry erase boards, and a Promethean Activ Board interactive whiteboard. Perfect for collaborative class activities! (Formerly the "LCC")

④ Computer Labs

College of Education faculty, staff, and students—anyone currently enrolled in an Education course—may use LTC computer labs. Enter at SZB 439 or BEL 844 and log in to workstations with EID. Computers have Internet access and a variety of software. Data may not be stored on LTC computers; use UT's WebSpace with 1 GB of free data storage (www.utexas.edu/its/webpace/). Labs, excluding Open Lab, may be reserved for classes, demonstrations, and other instructional purposes. Reserve online at reservations.edb.utexas.edu. See reverse page for more details on each of the four LTC labs.

Open Lab SZB 439

Always available! Never reserved for classes.
12 iMacs (Windows and Mac OS)
Image Scanner
SPSS Software

Computer Lab C SZB 439C

24 iMacs (Windows and Mac OS)
SPSS and other statistical software
Projection/Console (Formerly the "PC Lab")

Computer Lab B SZB 439B

30 Macs (Windows and Mac OS)
Projection/Console (Formerly the "Mac Lab")

Kinesiology Lab BEL 844

13 iMacs (Windows or Mac OS)
SPSS and other statistical software
Laser Printing Available in All Labs with EID and Bevo Bucks

⑤ Digital Production Areas

Three digital video editing rooms, with iMovie or Final Cut Pro, and an audio mixing room are available in SZB 536. Equipment to transfer video from VHS to DVD is also available. These areas may require initial orientation and can be reserved online at reservations.edb.utexas.edu.

⑥ Online Reservations

LTC resources—labs and technology classrooms, digital production areas, and equipment for checkout or delivery—may be reserved on the Web at reservations.edb.utexas.edu. Submit reservations, with delivery instructions if needed, at least 24 hours in advance. Rob Donald, 232-5419, rdonald@mail.utexas.edu, tracks reservations and can answer any questions.

⑦ HD Videoconferencing in the Distance Learning Classroom

The Distance Learning Classroom, with HD videoconferencing, is equipped with an instructor computer with DVD drive, laptop connection, touchscreen control system, document camera, telephone, Blu-ray disc player, two flat panel monitors, a large rear projection screen, and a dry erase board. The videoconferencing equipment is operated by staff, so no technical expertise is required of users. Services available include webcasts and multi-site conferences. Reserve the DLC online at reservations.edb.utexas.edu. Contact Craig Smith, 471-5260, for information on scheduling and any fees that may apply.

⑧ IDEA Studio

The LTC's IDEA Studio offers College of Education faculty a broad range of technology integration services to enhance teaching and research. IDEA Studio staff help faculty choose the best technology tools to achieve instructional or research objectives. They can help with:

- Online resources, such as blogs, wikis, and collaborative projects
- Incorporating new media into instruction
- Planning and assessing technology-enhanced learning activities
- Support related to Vision Awards and ~FAST Tex grants
- Getting started with Adobe Connect, Skype, and other desktop videoconferencing

E-mail ideastudio@austin.utexas.edu to schedule a consultation.

⑨ Vision Awards

The COE Vision Awards allow faculty to develop technology resources to support their classroom instruction. Projects receive up to 200 hours of application development and multimedia production services. Proposals are typically accepted in the fall semester; development of approved projects is usually completed in time for use the next fall. See www.edb.utexas.edu/education/centers/ltc/about/visionawards/ for complete details.

And remember, when you come to the LTC...

- Bring your UT ID with you to check out equipment.
- Study, collaborate, and recharge laptops in SZB 536.
- Drinks in spill-proof containers, and dry snacks in SZB 536, are ok, but food and open-container drinks are not allowed in the computer labs and digital production rooms.