### 2nd Annual Professional Development Day
**Monday, August 17, 2015**
*Presented by the NMU Center for Teaching and Learning*

#### Schedule at a Glance

<table>
<thead>
<tr>
<th>Time</th>
<th>JXJ 3309</th>
<th>JXJ 3311</th>
<th>JXJ 3313</th>
<th>Other Locations</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 a.m.</td>
<td>Welcome, Coffee, Donuts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:30 a.m.</td>
<td>Course Design and Assessment Strategies*</td>
<td>Working with the NMU EduCat Gradebook</td>
<td></td>
<td>NMU’s Freshman Seminar Course – JXJ 1318</td>
</tr>
<tr>
<td>9:00 a.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30 a.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00 a.m.</td>
<td>Break</td>
<td>Break</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>10:15 a.m.</td>
<td>Break</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30 a.m.</td>
<td>Introduction to EduCat*</td>
<td>Building Surveys with Qualtrics</td>
<td>Empower Contingent Faculty: Using the AAUP Contract to Your Benefit</td>
<td></td>
</tr>
<tr>
<td>11:00 a.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:30 a.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:00 p.m.</td>
<td></td>
<td></td>
<td></td>
<td>Lunch and Teaching Fair – Olson Library</td>
</tr>
<tr>
<td>12:30 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:00 p.m.</td>
<td>Classroom Teaching*</td>
<td>Using the Vericite Plagiarism Checker</td>
<td>NMU’s Student Veterans Services</td>
<td></td>
</tr>
<tr>
<td>1:30 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:45 p.m.</td>
<td></td>
<td>Break</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>2:00 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:30 p.m.</td>
<td></td>
<td>iClicker - Using Student Response Systems in the Classroom</td>
<td>The Promotion and Tenure Process for AAUP Faculty</td>
<td></td>
</tr>
<tr>
<td>2:45 p.m.</td>
<td></td>
<td>Break</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>3:00 p.m.</td>
<td>Classroom Technology</td>
<td>Using Video for Instruction</td>
<td>Working with the Olson Library</td>
<td></td>
</tr>
<tr>
<td>3:30 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:00 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:30 p.m.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Mandatory session for New Faculty Orientation participants; additional seating limited

Pre-registration is appreciated to help us approximate our expected attendance. Register at [http://www.nmu.edu/ctl/registration](http://www.nmu.edu/ctl/registration)
8:00 a.m. – 8:30 a.m.

Welcome

We’ll welcome you to Professional Development Day with coffee and donuts. Get a little caffeine and sugar and then head off to the first sessions, which will begin promptly at 8:30.

8:30 a.m. – 10:15 a.m.

Course Design and Assessment Strategies  JXJ 3309

Creating a new course, or re-working an existing one, is a large undertaking. In this session, we will discuss how to facilitate course development by following a structured instructional design process. The discussion will include developing learning objectives, modularizing course content, aligning activities and assessment to the objectives, and other related course design topics.

Working with the NMU EduCat Gradebook  JXJ 3311

The EduCat gradebook is a very flexible tool with a fair amount of complexity. In this session you will learn two methods for setting up your gradebook to calculate final grades, as well as how to create grade categories and items, drop low scores, mark items as extra credit, curve grades, set up letter grades, and export to a spreadsheet. Entering grades and feedback will also be demonstrated.

9:00 a.m. – 10:00 a.m.

NMU’s Freshman Seminar Course  JXJ 1318

Staff from NMU’s First Year Programs area will provide an introduction to the UN 100 Freshman Seminar Course. Though intended primarily for instructors assigned to teach UN 100 in the upcoming semester, the session will also provide general information for those interested in learning what it entails or who may be interested in teaching a section in the future.

10:30 a.m. – 11:30 a.m.

Empowering Contingent Faculty: Using the AAUP Contract to Your Benefit  JXJ 3313

This session, open to all faculty members, will focus on reviewing contingent faculty benefits and responsibilities according to the 2015-2020 Master Agreement.
10:30 a.m. – 12:00 p.m.

Introduction to EduCat  
JXJ 3309

This session introduces NMU EduCat™, the learning management system used at NMU. Topics covered include working with the EduCat interface, EduCat terms and definitions, course settings, adding resources and activities to your course, resources, and where to get help.

Building Surveys with Qualtrics  
JXJ 3311

This hands-on workshop introduces participants to the basic features of the Qualtrics survey building software. Through the course of the session, participants will learn about creating surveys, distributing them, and analyzing their results. Participants should bring their own laptop computers, which they will use throughout the session.

12:00 a.m. – 1:00 p.m.

Lunch and Teaching Fair

Professional Development Day attendees are invited to join us in the Olson Library to browse a poster-session style “Teaching Fair” with presenters from various NMU groups, and to enjoy a buffet-style lunch.

1:00 p.m. – 1:45 p.m.

Using the VeriCite Plagiarism Checker  
JXJ 3311

A tool called VeriCite is being added to EduCat this fall to help instructors detect plagiarism. Instructors who wish to use VeriCite must first attend an informational workshop (such as this one) or one-on-one session that provides both instructions on how to run the tool and guidelines for interpreting results.
NMU’s Student Veterans Services

Student-veterans are a unique group, requiring certain services not usually provided by most colleges and universities. In this session, learn how the Veterans Resource Representative assists these students in applying for various Veteran's Administration benefits, most commonly education benefits, earned through their service. The VRR also assists staff and faculty on issues such as barriers to learning faced by veterans, teaching veterans with disabilities such as post traumatic stress and traumatic brain injuries, and understanding veteran "culture."

1:00 p.m. – 2:45 p.m.

Classroom Teaching

With over 20 years of classroom teaching experience, the CTL’s Teaching and Learning Scholar may not have seen it all, but she’s seen a lot. In this session, she will share tips and techniques for delivering content, managing the classroom, interacting with students, and other important aspects of classroom-based teaching.

2:00 p.m. – 2:45 p.m.

iClicker - Using Student Response Systems in the Classroom

Student Response Systems permit students to respond to questions posed by the instructor in class through personal electronic units (aka “clickers”) or their laptops. The students responses are tabulated, categorized, and projected as summary information on a display in front of the class. In this session, learn how to use i>Clicker software to deliver interactive slides questions to engage students through active participation in the class while providing immediate feedback to students regarding their understanding of course material. Learn how i>Clicker can be integrated with EduCat to easily generate participant lists and upload scores from clicker sessions if desired. Additional information regarding checking out trial kits will also be shared.

The Promotion and Tenure Process for AAUP Faculty

Brent Graves, from the NMU chapter of the American Association of University Professors’ executive committee, will provide an overview of the Promotion and Tenure process for AAUP members.
3:00 p.m. – 4:00 p.m.

**Working with the Olson Library**  
JXJ 3313

Reference librarians will provide overviews of several Olson Library services and processes, including Reserves, the Digital Commons, the Library Liaisons Program, and Collection Development.

3:00 p.m. – 4:30 p.m.

**Classroom Technology**  
JXJ 3309

NMU’s classrooms include a variety of technology tools designed to enhance the teaching and learning experience. This session will focus on introducing some of the latest technologies, and will also discuss additional equipment that can be scheduled for delivery, resources available through Classroom Support, and tips for troubleshooting common issues. In addition, some PowerPoint tricks will be explored to help you be more successful with your lectures.

**Using Video for Instruction**  
JXJ 3311

Video is a powerful tool both for delivering content to students (such as a recorded lecture that students watch outside of class) and for learning activities where students create videos themselves. This seminar will introduce various video recording tools, focusing especially on Camtasia screen recording and publishing videos through NMU’s Wildcast site.