

# Notes on 680V Course Technologies

## Course Materials

Here are the important URLs for the course:

Syllabus: <http://icdweb.cc.purdue.edu/~blakesle/680/680course.html>

Course Calendar: <http://icdweb.cc.purdue.edu/~blakesle/680/680calendar.html>

Blakesley's Homepage: <http://icdweb.cc.purdue.edu/~blakesle/>

Be sure to check the course calendar regularly because all course activities and readings will be listed there. All links to the digital course pack will be on the calendar as well.

## Using WWWThreads (Class Discussion Forum)

The class's discussion forum is on the Internet at this address:

<http://linnell.english.purdue.edu/cgi-bin/wwwthreads/postlist.pl?Cat=&Board=visual>

You can also get to the forum via our course description or calendar.

To Register as a "User":

1. On the menu bar at the top of each WWWThreads page, you'll see "New user." Click on that.
2. You'll be prompted to create a Username and a Password. Your Username will be what appears next to every post. Since this is a class discussion list, please select a Username that will help people identify you accurately (mine is DaveB). Your Password will be kept secret. Make sure that you record your Username and Password in a safe and accessible place!
3. Click on Submit.

Once you've registered as a User, you can click on "Edit Profile" on the menu bar to adjust your "Basic Profile," "Display Preferences," and "Email Notifications / Subscriptions." Experiment with these settings until you get the feel you like, but be sure to fill out all the necessary profile information. There are a variety of "skins" to use. I currently use the Green/Cream and the normal-sized fonts. You can also set things so that you will be "subscribed" to a particular board or thread, which would allow you to receive each post as an email message if you'd like.

## Accessing Course Readings

Many of our course readings have been prepared for dissemination as Adobe Acrobat documents (PDF: Portable Document Format), which can be printed or read conveniently on screen. To access them, here's what you need:

1. A connection to the Internet (a fast one is preferable since files sizes are sometimes large)
2. A browser that has the Adobe Acrobat reader installed as a "plug-in." If the browser doesn't have the plug-in, you can get it free here:

<http://www.adobe.com/products/acrobat/readstep2.html>

Or you need to have the standalone version of Adobe Acrobat, a highly recommended and useful program for reading, annotating, and sharing documents (\$55 with academic pricing). All PUCC machines on campus have Acrobat and Acrobat Reader installed. IMP machines in Heav 402 have these programs as well.

3. To protect their copyright and limit dissemination to students in this class, these documents have a security password associated with them. When you try to open them, you will be asked

to enter it. The password is the same for all of the documents. I will tell you what the password is in class. Please don't share it with others.

4. At present, only a handful of the course readings have been prepared for digital delivery. Usually, the calendar will be up-to-date several weeks ahead of time so that you should have ample time to locate and read the material.

### **PUCC Resources**

All students enrolled in the course have access to PUCC course resources for English 680V via your Career Account. Your PUCC account needs to be "coordinated" (your PUCC log-in needs to be the same as the first part of your @purdue.edu email address). To get to your Career Account, go here:

<http://www.purdue.edu/careeraccount/>

1. Click on the "Course" tab after logging in, then the "Access Course Resources" button, and you should see English 680V listed.
2. When you highlight the course, you'll see a list of the course resources available. They consist of an "Email Class" link, which allows you to post an email message to the class listserv; an "Email Instructor" link, which allows you to send a message to me (in case you don't have my email address handy); a link to the course description; and two network drive icons, ENGL 680V and ENGL 680V Turnin. These are network drives that can be "mounted" from any PUCC machine, enabling you to use the folder as if it were on the local machine.
3. To see the entire collection of the digital packet, you can mount the ENGL 680V drive and transfer the files to your own account or to disk.
4. When you turn in project assignments, I would like you to put them in the ENGL 680V Turnin folder. After mounting the drive, simply drag and drop your file into the ENGL 680V Turnin folder. I will be able to access the file and return my response to you there. (This step saves excessive emailing and makes sure that files are transferred properly.)

### **Help and Other Resources**

All students in this class may use IMP (Heav 402) to complete course projects, download readings, etc. Check out a key from Julie Canaan (Heav 302) during normal business hours. English TAs may get their own key from Lisa Hartman in the main English Dept. office.

One of my office hours each week will be held in IMP (Tuesdays from 3-4 p.m.), so if you need help with any of the course technologies, feel free to come there at that time. Erin Karper (Professional Writing Technology Coordinator) will hold an office hour in IMP on Wednesdays from 1:30-2:30 p.m. She can help you with course technologies also.

Finally, it is critical that you seek help immediately if you are having any difficulties with the course technologies. Please ask questions when you need answers or if the technology doesn't seem to be working the way it is supposed to.

My email address is

[blakesle@purdue.edu](mailto:blakesle@purdue.edu)