Distance Education Program
1055 Corporate Center Drive, Suite 201
Monterey Park, CA 91754

Send RSVP to Pauletta Daw
dawpe@elac.edu

Camtasia Basics – Come learn how to create a screencast.
Facilitator: Juan Chacón
Date: October 14, 12:15pm – 1:15pm
Location: E7-416

Podcasting 101 – Come learn how to create audio for your classes.
Facilitator: Juan Chacón
Date: October 21, 12:15pm – 1:15pm
Location: E7-416

Troubleshooting Etudes and Moodle Issues -
Come troubleshoot Etudes and Moodle issues w/ Distance Education staff.
Facilitator: Alex Reyes
Date: October 28, 12:15pm – 1:15pm
Location: E7-416

Using Google Forms – Come learn how to collect information through forms and organize it in spreadsheets.
Facilitator: Alex Reyes
Date: October 30, 12:00pm – 1:00pm
Location: E7-406

Lecture Capture – Come learn how to record your class lectures.
Facilitator: Juan Chacón
Date: November 05, 12:15pm – 1:15pm
Location: E7-406

Want Course Videos? – Come learn how to use Intelecom’s Video on Demand System for your Online/Hybrid courses.
Facilitator: Juan Chacón
Date: November 12, 12:15pm – 1:15pm
Location: E7-406

Introduction to Excel – A walkthrough of the basic features and functionality.
Facilitator: Alex Reyes
Date: November 13, 12:00pm – 1:00pm
Location: E7-406

Need to Caption a Video? – Come learn how to easily caption your videos. (Bring a short video on USB to have it captioned.)
Facilitator: Juan Chacón
Date: November 19, 3:45pm – 4:30pm
Location: E7-406

Intermediate Excel – Come learn how to use formulas for grading and other applications.
Facilitator: Alex Reyes
Date: November 20, 12:00pm – 1:00pm
Location: E7-406

Want Virtual Office Hours? – Come learn how to use Skype, FaceTime, or Google Hangouts to meet with your students virtually.
Facilitator: Juan Chacón
Date: November 25, 12:15pm – 1:15pm
Location: E7-416

Got Plagiarism? – Come learn how to curtail plagiarism in your classes.
Facilitator: Juan Chacón
Date: December 03, 12:15pm – 1:15pm
Location: E7-406

East Los Angeles College
Distance Education Program
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Space is limited!
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