

Faculty EdTech Bootcamp



FACULTY EDTECH BOOTCAMP

WINTER 25 JANUARY 6 - 10

All sessions are via Zoom

Faculty Technology Bootcamp: a week of workshops aimed at helping faculty leverage technology to enhance teaching, research, and student engagement by providing you with immediately applicable strategies to save time, boost productivity, and energize your classes.

RSVP

Overview of Schedule

Descriptions of sessions by day

- [Monday 1/6: Boosting Productivity](#)
- [Tuesday 1/7: AI Literacy](#)
- [Wednesday 1/8: Pedagogy](#)
- [Thursday 1/9: Research](#)
- [Friday 1/10: Content Creation and Tools](#)

EdTech Handout: support resources, about the team, and overview of techshops calendar for the semester

EdTech Inventory Checklist: Completing this inventory equips faculty with a comprehensive grasp of technology offered at Fordham for teaching and research along with providing links to workshops with additional resources to support faculty professional development on each topic.

Have a question? Please contact Kristen Treglia (treglia@fordham.edu), Senior Instructional Technologist.

Schedule




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MONDAY 1/6 BOOSTING PRODUCTIVITY

10:00-11:00	Welcome and Overview of EdTech Services
11:15-12:00	Computing Essentials
1:00-1:45	Advanced Gmail and Inbox Zero 
2:00-2:45	Getting the Most Out of Google: Drive and Calendar



TUESDAY 1/7 AI LITERACY

10:00-11:00	Exploring Universal Design
11:15-12:00	Unlocking the Power of Prompting 
1:00-1:45	Day-to-Day AI: An Introduction to Generative AI for University Faculty 
2:00-2:45	Faculty AI Exchange: Unlocking AI's Potential



WEDNESDAY 1/8 PEDAGOGY

10:00-11:00	Something New @ The Library 
11:15-12:00	WordPress Essentials: Transforming Your Teaching Toolkit
1:00-1:45	Hands-on Lab: Using AI to Design an Engaging Syllabus
2:00-2:45	Engaging Asynchronous Work on Blackboard 

THURSDAY 1/9 RESEARCH

10:00-11:00	Information Security and Assurance
11:15-12:00	Hands-on Lab: Mapping Your Research
1:00-1:45	Emerging Technologies: Possibilities 
2:00-2:45	Level Up-Your Research: High Performance Computing 

FRIDAY 1/10 CONTENT CREATION AND TOOLS

10:00-11:00	Promoting You and Your Research Online: Curating your Digital Presence
11:15-12:00	Interactive Multimedia and Lecture Tools: VoiceThread and Panopto
1:00-1:45	Finding, Formatting and Using Images 
2:00-2:45	Zoom Advanced Features and Survey Tools Part II 

Monday 1/6: Boosting Productivity

MONDAY 1/6

10:00-11:00

Welcome and Overview of EdTech Services

In this session we will offer an overview of all IT services and new developments relevant to teaching and research. Faculty will also have a chance to meet with colleagues, as well as discuss their views and expectations of technology services for the upcoming semester.

Presented by

Fleur Eshghi, Associate Vice President of Educational Technologies and Research Computing

Alan Cafferkey, Director of Educational Technologies

Kristen Treglia, Senior Instructional Technologist of Educational Technologies

11:15-12:00

Computing Essentials

This session will focus on the fundamentals of computers and their functionality.

Topics include: Understanding Computer Specs, Operating Systems Interface and Settings, File Management, Web Browsing, Search Engine Tips, Keyboard Shortcuts, Basic, and Troubleshooting Tips

Presented by Kristen Treglia, Senior Instructional Technologist of Educational Technologies

1:00-1:45

Advanced Gmail and Inbox Zero

Take your Gmail skills to the next level with this deep-dive session focused on advanced email management and achieving Inbox Zero. Building on the foundational skills covered in the basic Gmail workshop, this session introduces powerful strategies and tools to streamline your email workflow, prioritize effectively, and regain control over your inbox.

Topics include advanced filtering and automated email sorting, using labels, categories, and color-coding for clarity, mastering keyboard shortcuts for rapid navigation, exploring search operators for pinpointing emails, strategies for email triage and decision-making, customizing Gmail for ultimate efficiency, best practices for maintaining Inbox Zero over time.

By the end of this workshop, participants will have actionable strategies and advanced techniques to transform email management into a streamlined, stress-free process.

Presented by Kristen Treglia, Senior Instructional Technologist of Educational Technologies

2:00-2:45

Getting the Most Out of Google: Drive & Calendar

Explore efficient file management, document formatting, and collaborative sharing on Drive, while also mastering the art of event creation, scheduling, and Zoom integration within Calendar for enhanced productivity, seamless coordination, and collaboration.

Drive topics covered include: Interface, File Management, File Creation, Sharing, Docs: Formatting, Document Outline, and Building Blocks

Calendar topics covered include: Notifications, Creating Events (and adding Zoom), Sharing Calendars, Appointment Schedules, and Settings: Time Zones, Working Hours, and Default Notifications

Presented by Kanchan Thaokar, Assistant Director of Educational Technologies

Tuesday 1/7: AI Literacy

TUESDAY 1/7

10:00-11:00

Exploring Universal Design

Universal design is an approach to creating products, spaces, and online environments that are inherently accessible and functional for the widest range of people possible, regardless of age, ability, or circumstance, without requiring special modifications or separate adaptations. This workshop will explore the seven core principles of Universal Design applied to online learning and digital scholarship. We'll critically examine Universal Design, addressing such concerns as marginalization and the challenges of true universal adaptability. The workshop concludes with practical applications, showcasing real-world examples and best practices. You'll learn strategies to apply Universal Design principles while accounting for their limitations.

Presented by Heather V. Hill, Instructional Technologist of Educational Technologies

11:15-11:45

Unlocking the Power of Prompt Engineering

Discover the art and science of effective prompting to harness the full potential of AI tools and technologies. This session will explore the principles of prompt engineering and provide practical strategies for crafting prompts that yield accurate and meaningful responses from AI systems.

Topics include why prompt engineering matters, strategies for crafting effective prompts, prompt frameworks, useful websites, examples and hands-on practice.

By the end of this workshop, participants will have the knowledge and skills to design powerful prompts and apply them to enhance productivity, teaching, and research.

Presented by Kristen Treglia, Senior Instructional Technologist of Educational Technologies

1:00-1:45

Day-to-Day AI: An Introduction to Generative AI for University Faculty

Are you curious about generative AI? Want an explanation of how it works? An overview of potential real-world uses? Tips on how to spot AI hallucinations and how to avoid them? And be able to speak on the topic a bit more supportively with your students?

Join us for a hands-on, practical workshop where we confront the fact that while generative AI creates compelling content, it doesn't always create truth. The real benefits will stem from your understanding of its capabilities and limitations.

Together, we will:

- Understand the fundamentals of generative AI and how it differs from traditional conceptions of AI
- Explore real-world examples and case studies that highlight both the promise, pitfalls, and ethical questions of this technology
- Access a curated list of the best generative AI tools currently available

- Review “prompt engineering” best practices to get the most relevant, accurate, and useful responses from AI tools.
- Discover practical ways to integrate AI into your workday, including: summarizing documents, classifying and organizing data, generating or completing text, getting coaching, advice, and suggestions, and finding answers

Presented by Alan Cafferkey, Director of Educational Technologies

2:00-2:45

Faculty AI Exchange: Unlocking AI's Potential

The Faculty AI Exchange is a dynamic virtual event dedicated to keeping faculty members in higher education at the forefront of the AI revolution. You'll hear the latest updates and news on the rapidly evolving field of artificial intelligence, and will receive practical tips and invaluable tools to help you transform your teaching methods.

The Faculty AI Exchange is also a space for open discussion. Engage with your peers, exchange ideas, ask questions, and discover how fellow educators are leveraging AI to enhance their classrooms. Join us in this collaborative journey to unlock the full potential of AI in education, connecting faculty members, and empowering you to create dynamic, innovative, and successful learning environments for your students.

Presented by

Fleur Eshghi, Associate Vice President of Educational Technologies and Research Computing

Alan Cafferkey, Director of Educational Technologies

Kristen Treglia, Senior Instructional Technologist of Educational Technologies

Wednesday 1/8: Pedagogy

WEDNESDAY 8/21

10:00-11:00

Something New @ The Library

Looking for datasets? We have some recommendations!

Want to expand your JSTOR research potential using their new AI tool? Let us show you how.

Curious about or confused by the new Library Catalog or Database A-Z List? Bring us your questions and feedback.

Presented by

Grace Phillips, Science and Technology Librarian

Mike Magilligan, Business Librarian

11:15-12:00

WordPress Essentials: Transforming Your Teaching Toolkit

In this session, you will learn how to harness the power of WordPress to enhance your teaching and engage your students. We will cover the basics of requesting a WordPress site from Fordham IT, setting it up to be appealing and accessible to students, and strategies for employing WordPress in the classroom or for research. We will also look at examples of previous WordPress sites created by Fordham faculty to inspire ideas for your classroom. By the end of the workshop, you'll have the skills to create an online space that supports your teaching objectives, fosters student interaction, and showcases your materials in an organized and visually appealing manner.

Presented by Heather V. Hill, Instructional Technologist of Educational Technologies

1:00-1:45

Hands-on Lab: Using AI to Design an Engaging Syllabus

In this hands-on session, discover how AI can revolutionize the way you create syllabi for your courses. We'll explore practical tools and techniques to streamline syllabus development, ensuring your content is engaging, organized, and aligned with your educational goals. Whether you're new to AI or looking to enhance your teaching toolkit, this session will provide actionable insights and demonstrate how AI can help you design a syllabus that meets the needs of today's learners.

Presented by Graham Johnson, Instructional Designer for the Office of the Provost

2:00-2:45

Engaging Activities for Asynchronous Work on Blackboard

In this session, discover how to design interactive and meaningful activities that keep students engaged in asynchronous learning environments. Learn how to leverage Blackboard's tools to create discussion boards, collaborative group work, self-paced modules, and multimedia assignments that foster active learning. This workshop will provide practical strategies for building community, promoting critical thinking, and ensuring student

participation in asynchronous courses. Whether you're teaching fully online or hybrid, these ideas will help you enhance the learner experience and support academic success.

Presented by

Veronica Szczygiel, Director of Online Learning at GSE

Eugeniu Grigorescu, Assistant Director of Online Learning at GSE

Thursday 1/9: Research

THURSDAY 1/9

10:00-11:00

Information Security and Assurance

As higher education becomes increasingly reliant on digital tools, cybersecurity has become top priority for faculty. This workshop focuses on the critical threats facing university educators and how to protect your work, your students, and yourself online. In today's digital-first academic environment, safeguarding sensitive data and protecting against cyber threats are more critical than ever. This workshop will address the most pressing cybersecurity challenges faced by higher education faculty at Fordham.

What You'll Learn:

- Identifying common threats targeting university systems and how to recognize them
- Utilizing best practices for protecting personal and institutional data
- Applying tools and strategies to enhance cybersecurity in teaching and research
- Accessing university resources available for cybersecurity support

Whether you're a seasoned tech user or just starting out, this session will provide practical, actionable strategies to enhance your digital security. Equip yourself with the knowledge and tools to navigate today's digital challenges confidently and securely.

Presented by

Gerald Johnson, IT Security Engineer

11:15-12:00

Hands-on Lab: Mapping Your Research

In this session, we will look at powerful mapping tools with simple, easy-to-master interfaces that will allow you to map your research. The goal will be to get you started on producing visualizations that will enhance your publication submissions, and help you (as well as your readers) get a better sense of the spatial distribution of your research subject/material. The skills and platforms that will be explored in this session will also have potential in your classroom if you choose to assign mapping projects in your undergraduate classes. All skill levels are welcome and newbies are particularly invited to attend.

Presented by Shawn Hill, Instructional Technologist of Educational Technologies

1:00-1:45

Emerging Technologies: Possibilities

Step into the future of education and innovation with this session on emerging technologies and their transformative potential. Explore cutting-edge tools and trends that are reshaping how we teach, learn, and collaborate in academic settings.

This session will highlight practical applications of emerging technologies, discuss their implications for the classroom and beyond, and provide insights into how educators and researchers can leverage these tools to enhance their work. Join us to discover the possibilities and start envisioning how these innovations can shape your academic journey.

Presented by Nicole Zeidan, Assistant Director Emerging Educational Technology and Learning Space Design

2:00-2:45

Level Up–Your Research: High Performance Computing (HPC)

Ever wondered how our HPC Cluster can help you with your research? This session gives you a quick intro and shallow dive into using Python, PBS Pro and our HPC Cluster for just that. We'll show you how some Python code can help you analyze texts and find new stuff in your own research and how the cluster can let you upsize the questions you want to ask. We'll keep it real by focusing on one or two practical examples so you can see how it all works.

No coding experience? No problem! Hopefully, it will whet your appetite. If you have some Python or Linux (and Mac command line counts), you are already a step ahead.

Presented by Andrew Angelopoulos, Research Technologies and HPC Manager

Friday 1/10: Content Creation and Tools

FRIDAY 1/10

10:00-11:00

Promoting You and Your Research Online: Curating your Digital Presence

If you're not managing your digital identity, then someone else is. You can curate your own online academic profile by following the best practices we'll be sharing at this workshop. Learn tips for protecting your privacy online, strategies to best leverage a web presence for teaching and research, and tools for effectively showcasing your achievements and publications.

You'll also discover methods to engage with your audience, track your online impact, and maintain a consistent and professional digital presence. Join us to ensure your online identity reflects your academic contributions and helps you reach a wider audience.

Kristen Treglia, Senior Instructional Technologist of Educational Technologies

11:15-12:00

Interactive Multimedia and Lecture Tools: VoiceThread and Panopto

Explore the creative possibilities of VoiceThread for interactive multimedia discussions. Delve into using Panopto, a cloud-based service, to record, edit, and share interactive lectures, presentations, and meetings using your computer's audio, video, and desktop screen. In the first part on Voicethread, topics include the interface, creating individual threads, using the assignment builder, and things to note. In the second part of this session on Panopto, topics include the interface, recording, uploading, editing, and embedding.

Presented by Kanchan Thackar, Assistant Director Educational Technologies

1:00-1:45

Finding, Formatting and Using Images

Unlock the power of visual content in this hands-on session focused on sourcing, formatting, and effectively using images in your teaching, presentations, and projects. Learn how to find high-quality, royalty-free images online, format and edit them for different purposes, and understand best practices for copyright and attribution.

This session will also explore tools and techniques for enhancing images, integrating them into multimedia projects, and ensuring accessibility compliance. Whether you're looking to create visually compelling course materials or refine your digital storytelling skills, this workshop provides the practical guidance you need.

Kristen Treglia, Senior Instructional Technologist of Educational Technologies

2:00-2:45

Zoom Advanced Features and Survey Tools Part II

Build on your foundational knowledge with this advanced session exploring Zoom's robust features and additional survey tools to elevate your virtual sessions and assessments. Dive deeper into the platform's capabilities to create more dynamic and interactive experiences

while gaining further expertise in leveraging survey tools for data collection and participant engagement.

Topics include advanced Zoom features such as advanced screen sharing, managing recordings, co-host and alternative host options, advanced breakout room strategies, and advanced polling. For survey tools, explore deeper functionality in Qualtrics to design sophisticated assessments and feedback mechanisms tailored to your needs.

Presented by

Heather V. Hill, Instructional Technologist of Educational Technologies

Shawn Hill, Instructional Technologist of Educational Technologies