

**PRCC Professional Development Sessions for Faculty/Staff  
Fall Semester 2009**

<b>Session Topic</b>	<b>Presenter/Trainer</b>	<b>Campus</b>	<b>Date of Training</b>	<b>Time</b>	<b>Location</b>	<b>Deadline for Registration</b>
Wildcat Web	Brenda Windham	Poplarville	Tues., Sept 1	11:00 a.m. – 12:00 p.m.	IT Training Room	Aug. 27
Wildcat Web	Brenda Windham	Poplarville	Wed., Sept 2	3:00 p.m. – 4:00 p.m.	IT Training Room	Aug. 27
Wildcat Web	Brenda Windham	Forrest County Center	Thurs., Sept 10	11:00 a.m. – 12:00 p.m.	Learning Lab, FCC	Sept. 4
Campus Security	Doug Rowell	Forrest County Center	Tues., Sept 1	11:00 a.m. – 12:00 p.m.	Multipurpose Room, Bldg. 5, FCC	Aug. 27
Campus Security	Doug Rowell	Poplarville	Wed., Sept 2	9:00 a.m. – 10:00 a.m.	IT Training Room	Aug. 27
Camtasia *	Kimberly Ellis	Poplarville	Tues., Sept 15	11:00 a.m. – 12:00 p.m.	Room 117 Technology Center	Sept. 10
Symposium 101*	Jana Causey	Forrest County Center	Wed., Sept. 16	12:00 p.m. – 1:00 p.m. “brown bag lunch”	Room 229, Allied Health Center, FCC	Sept. 10
Computer Troubleshooting Tips	PRCC - IT Dept.	Poplarville	Tues., Sept. 29	11:00 a.m. – 12:00 p.m.	IT Training Room	Sept. 24
Computer Troubleshooting Tips	PRCC - IT Dept.	Poplarville	Wed., Sept 30	3:00 p.m. – 4:00 p.m.	IT Training Room	Sept. 24
Engaging Students/ Classroom Management*	Benny Hornsby	Poplarville	Wed., Oct. 14	2:00 p.m. – 3:00 p.m.	IT Training Room	Oct. 9
Microsoft Access Level I	Jet Clogher	Poplarville	Thurs., Oct. 15	8:00 a.m. – 5:00 p.m.	IT Training Room	Oct. 9
Technology Tools for Instructors*	Kimberly Ellis	Poplarville	Wed., Oct. 21	11:00 a.m. – 11:50 a.m.	Room 117, Technology Center	Oct. 16
Engaging Students/ Classroom Management*	Benny Hornsby	Forrest County Center	Tues., Oct. 27	1:30 p.m. – 2:30 p.m.	Room 103, Bldg. 4, FCC	Oct. 23
Microsoft Access Level II	Jet Clogher	Poplarville	Thurs., Oct. 29	8:00 a.m. – 5:00 p.m.	IT Training Room	Oct. 23
Technology Tools for Instructors*	Kimberly Ellis	Poplarville	Thurs., Oct. 29	1:40 p.m. – 2:55 p.m.	Room 117, Technology Center	Oct. 23
Camtasia*	Kimberly Ellis	Poplarville	Wed., Nov. 4	11:00 a.m. – 11:50 a.m.	Room 117, Technology Center	Oct. 30
Microsoft Access Level III	Jet Clogher	Poplarville	Thurs., Nov. 5	8:00 a.m. – 5:00 p.m.	IT Training Room	Oct. 30
Engaging Students/ Classroom Management*	Benny Hornsby	Poplarville	Tues., Nov. 10	1:30 p.m. – 2:30 p.m.	IT Training Room	Nov. 6

To register, email [bwells@prcc.edu](mailto:bwells@prcc.edu) or call extension 1379 by the deadline indicated in last column

\*Faculty Sharing Instructional Practices

*Note: Descriptions of sessions are on the reverse side*

## Descriptions of sessions

<b>Wildcat Web</b>	Learn how to check leave, look at payroll check, turn in grades, and complete audit rolls. <b>Note: Be sure to have your PIN.</b>
<b>Campus Security</b>	Doug Rowell will present information about keeping faculty, staff, and students safe.
<b>Camtasia*</b>	Learn how to create multimedia video tutorials using Camtasia. The tutorials can include audio, images, video, and so much more! Use your video tutorials as teaching tools and upload them to Blackboard. <i>(It is recommended that instructors have access to Camtasia before signing up for this session; however, instructors interested in purchasing Camtasia are welcome to attend.)</i>
<b>Computer Troubleshooting Tips</b>	Learn about what you should and should NOT install on your computer. In addition, learn how to make your computer run more efficiently.
<b>Engaging Students/Classroom Management*</b>	Benny Hornsby, who also teaches Classroom Management at the William Carey University Graduate School of Education, will share his “tool box” of ideas and practices designed to facilitate effective teaching. Subjects covered will include models of discipline, time management, classroom environment, student participation, teaching methodologies, teacher leadership styles, and student retention.
<b>Symposium 101*</b>	Jana Causey will provide basic instruction on how to utilize Symposium in the classroom.
<b>Technology Tools for Instructors*</b>	Embrace your technology fears! Learn how to utilize new technology in your classroom to enhance student learning and participation. Teachers will be shown where to find free resources, tools, tutorials, and other helpful information on the internet to incorporate technology into their classroom instruction and student assignments.
<b>Microsoft Access</b>	Jet Clogher, in cooperation with Workforce Development Training, will provide a three-part training on Microsoft Access which includes the creation and design of databases and the preparation of forms, reports, macros, and queries. <b>NOTE: Level I is the prerequisite for Level II.</b>

*\*Faculty Sharing Instructional Practices*

The Gulf Coast Education Initiative Consortium, in conjunction with the Lower Pearl River Valley Foundation, has scheduled and will host the grant writing workshop entitled “**Writing Effective Grant Proposals: A Workshop in Designing, Selling, and Evaluating Your Program**” to be held at PRCC’s West Dining Hall on Wednesday, September 23, 2009.

Workshop Fee - \$50.00 per person - Limited seating.

Register at [www.gceic.org](http://www.gceic.org), look for Tom’s Corner, click information and follow directions.