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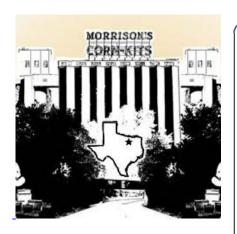
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By the Numbers

Mobile Device #s Registered at UNT for Exchange Customers

 iPhone:
 252

 BlackBerry:
 140

 PocketPC:
 108

 SmartPhone:
 72

 PalmOne Treo:
 70

 iPod:
 34

 Total:
 676

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Торау'і Сартоон

Don't forget our monthlumns!



Click on the graphic to the right to learn about the latest goings on in EIS, including various



systems upgrades. This year marks the 5th anniversary of the implementation of the initial EIS applications.

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Available for RSS/XML syndication. See the <u>list of all available xml/rss feeds</u>.

Questions, comments and corrections for this site: lynch@unt.edu
Site was last updated or revised: March 14, 2009

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Changes, upgrades and outages over Spring Break*

· News from your e-mail postmaster

Authenticated SMTP port(425) was changed to port (587) on March 2, 2009. This will impact folks who are using their ISP to relay e-mail through UNT's e-mail system (mailhost.unt.edu). The change was made to accommodate UNT folks who use Verizon as their Internet Service Provider. Verizon has finally decided to block their customers sending e-mail to port 25 instead they will open port 587, which requires authentication. For more information, click on the following link:

http://voices.washingtonpost.com/securityfix/2009/02/verizon to implement spam bloc.html

Bahram Paiani

Postmaster, UNT Messaging Systems Group bahram@unt.edu

• EIS Financials System Upgrade

This is a reminder that the EIS Financials System is being upgraded to Oracle PeopleSoft's version 9.0, beginning at noon, Friday, March 13th. Users at all UNT campuses will be unable to access the system during the upgrade period. The upgraded system will be available to users on Tuesday, March 17th. Every effort has been made to minimize the time period that EIS Financials is unavailable by taking advantage of the Spring Break holiday on March 16th.

The upgrade required that e-Pro processing be changed during the week leading up to the scheduled go-live. Due to those changes, e-Pro has been unavailable from Wednesday, March 11, and will be unavailable through Monday, March 16. Additional information is listed in the February 2009 Spreadsheet Newsletter posted online at http://pps.unt.edu.

Maurice Leatherbury

Associate Vice President for Computing and Chief Technology Officer leatherbury@unt.edu

• Eaglenet Wireless Network Outage - Research Park

Various testing and maintenance routines will be run on the wireless controller over the weekend and the Monday holiday (March 13-16) beginning Friday night at 5 pm. While the system may not be offline during all of that time, it may be intermittent at best.

• Emergency Management has a new website

The announcement in *InHouse* states:

Just in time for the unpredictable Texas spring weather, the Office of Emergency Management has launched a new web site to help the UNT community be better prepared for any unexpected situation that may occur on campus, in Denton or

the surrounding area.

Visit the new website here: http://emergency.unt.edu/

*Compiled by Claudia Lynch, Benchmarks Online Editor



Please Note: The University of North Texas will never ask for personal information by e-mail. If you receive an e-mail purporting to be from the University that asks for personal information or account passwords, do not respond. If there is any question regarding the authenticity of an email, please contact UNT Information Security at (940) 369-7800.



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UNT Deploys New Encryption Product

By Gabe Marshall, Information Security Analyst

Data security has long been a major concern for the University of North Texas, due to the large amount of sensitive data the university manages, processes, and stores. With the recent increase in the popularity and price effectiveness of laptop computers, the threat to sensitive information used on these machines has increased greatly. Laptops in general tend to be less secure in terms of physical security, simply due to their mobility. In certain circumstances, UNT Faculty and Staff can be required to work with sensitive data while on the go. Although this is strongly discouraged, it is sometimes a necessity.

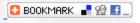
It's a cipher!

For this reason, the UNT Computing and IT Center has recently purchased an encryption solution called McAfee Endpoint Encryption. Simply put, encryption software is software designed to properly secure plain-text information by the use of mathematical algorithms (commonly referred to as ciphers) to scramble the data, making it nearly impossible to read by unauthorized individuals.

McAfee's Endpoint Encryption product offers two types of encryption, file & folder encryption and whole-disk encryption. In short, both types of encryption offer adequate security, and differ only in implementation. File & folder encryption is simple to install, and can be used to secure specific files and folders on your laptop or desktop by requiring users to authenticate before opening them. Whole-disk encryption however will secure your entire computer, requiring you to authenticate upon booting into your operating system.

Encrypting your computers

If you are interested in encrypting your desktop or laptop machine, please request so through your <u>network manager</u>. It is also worth mentioning that currently the Endpoint Encryption product is only compatible with Windows operating systems. If you are using an operating system other than Windows and feel like you need encryption, please contact your network manager for possible alternative solutions.



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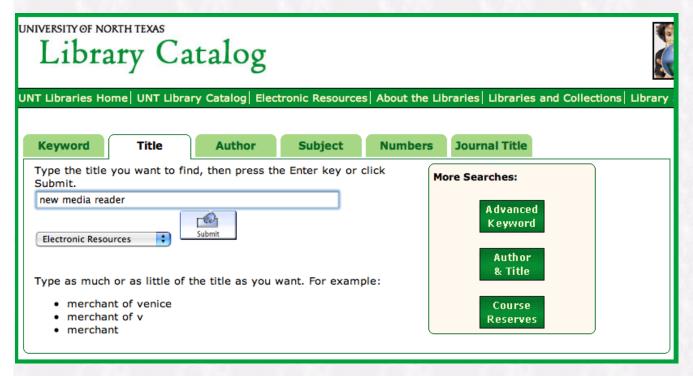
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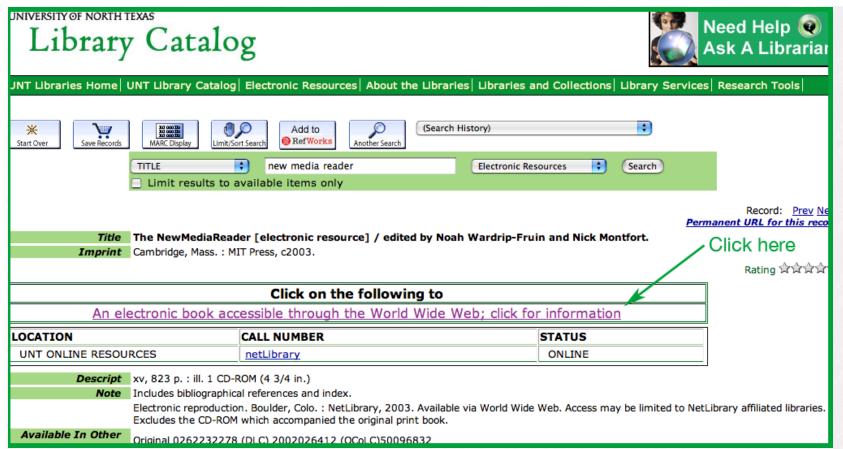
By Dr. Elizabeth Hinkle-Turner, Assistant Director - Academic Computing and User Services

In the past I have talked about the extensive 'free CBT' available by using electronic resources available through the UNT Library. Well, I just went to a conference in the Seattle area where I discovered that I forgot to include a section of my presentation that had to do with an article in a book that I own. Desperate to find the quote that was missing, I hoped that maybe the UNT Library would have the book available electronically so I can look up the quote and reference quickly! I found my book in the UNT Library's extensive online holdings and my presentation was saved! (well, at least a significant paragraph of it!). Here are my search instructions just in case YOU ever end up in such a bind and need a text that you left in your office, at home etc..

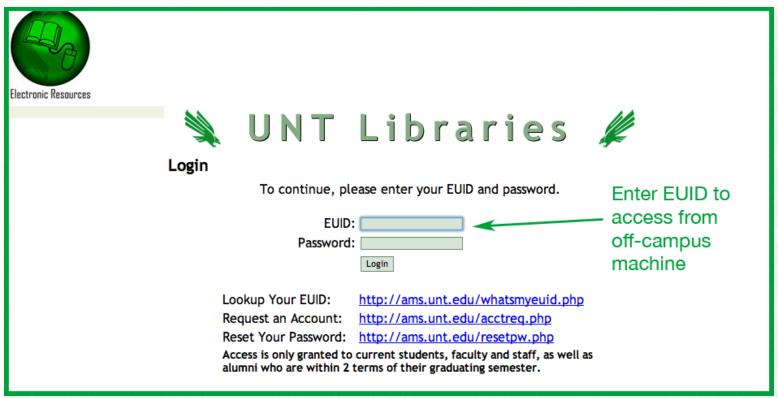
First, look up the title of your text on the UNT library website. Be sure to select 'electronic resources' for your search collection:



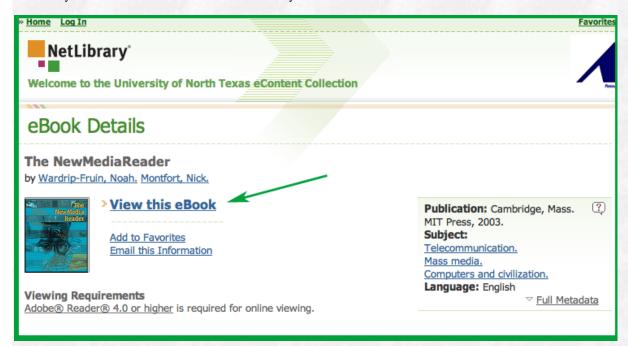
If you are lucky, you will find your text online! Since the UNT Library subscribes to thousands of online texts, your odds are pretty good! Click through to the online resource:



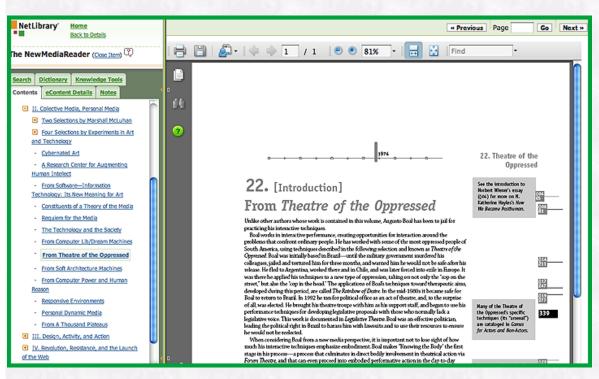
If you are using an off-campus machine like I was (remember, I was in Seattle at the time!), you will be prompted for your UNT ID and password:



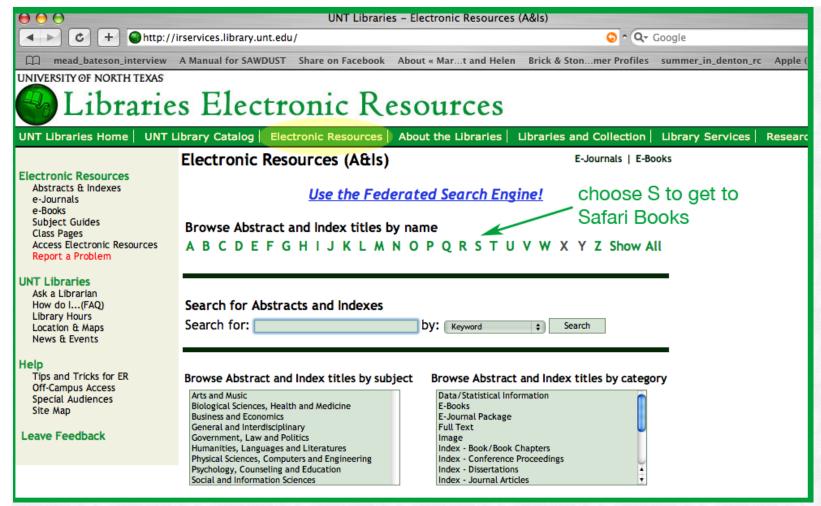
Here is my text so I click on it to view it in its entirety:



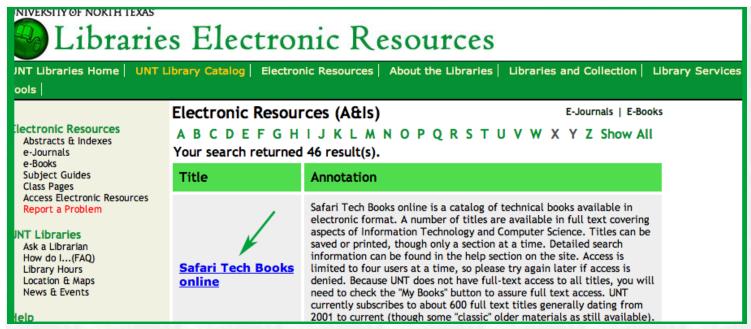
And here is the article that I needed to reference - I am saved!



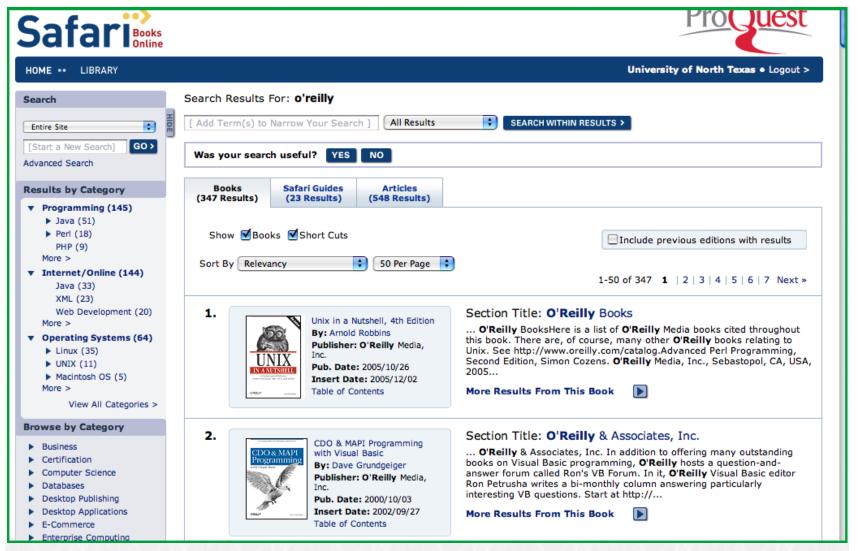
Don't forget - if you need some serious technical training, the UNT Library has alot of online books available for you. My favorite resource is still Safari Books. Click on the Electronic Resources link:



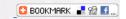
Access the Safari Books:



I looked up my favorite geek publisher, O'Reilly Books. Gee - I can pick from the over 300 titles in their catalog!



Guess, I will curl up with an O'Reilly book on Linux server management on my laptop and a great cup of Seattle coffee and do some 'techie training'! The UNT Electronic Library - always there when you need it!



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Eaglemail to be shut down in May

By Dr. Philip Baczewski, Director of Academic Computing and User Services

Students are reminded that the deadline is May 18, 2009 to move from Eaglemail to EagleConnect. For all information and instructions on how to get connected to EagleConnect, go to: http://eagleconnect.unt.edu/

EagleConnect is the replacement for the aging Eaglemail system and incorporates great features never available before to UNT students including:

- Shared calendars and address books (pre-populated address book includes important UNT contacts!)
- Chat with your UNT friends, professors, and advisors
- Over 25 GB of online storage space for your documents
- Over 10 GB of space for your email
- Collaborative capabilities with the Office Live feature
- Easy integration with your cell phone
- Forwarding to other preferred email accounts
- Your account stays with you when you graduate for as long as you wish

EagleConnect works on both Windows and Macintosh platforms. *All UNT students* currently using the Eaglemail system should migrate to the new system as soon as possible and if you have never used the UNT email system before, now is the time to check out EagleConnect and become part of the campus communication community.

Check out these current and previous *Benchmarks Online* articles on EagleConnect too! - Ed.

- Configuring your Mail client to check EagleConnect
- EagleConnect is Launched!
- EagleConnect for Alumni and Retirees
- Migrating email from Eaglemail to Outlook

- EagleConnect is Coming Soon!
- A new communication solution for UNT students



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Spring Break Hours

By Claudia Lynch, Benchmarks Online Editor

The University is <u>officially closed</u> Monday, March 16, 2009; student Spring Break is from March 16, 2009 - March 22, 2009.* Following are the hours for Computing and Information Technology Center-managed facilities during the break.

- **Data Management Services** will be **closed** Monday, March 16 through Sunday, March 22, 2009.
- The **Helpdesk** plans to maintain their normal hours.
- The ACS General Access/Adaptive Lab (<u>ISB 110</u>):

Sunday, March 15: Closed

Monday - Friday, March 16-20: 9 a.m. - 5 p.m.

Saturday, March 21: Closed

Sunday March 22: Resume regular schedule.

Hours for Other Campus Facilities

General Access Labs

• WILLIS:

Saturday, March 14: Close at 11:50 p.m.

Sunday, March 15: Closed

Monday-Friday March 16-20: 8 a.m. - 7:50 p.m.

Saturday, March 21: Closed

Sunday March 22: OPEN at 1 p.m. - Resume 24hr schedule

• College of Information, Library Science, and Technologies GACL (B205 GACL, formerly SLIS):

Friday, March 13: open normal hours

Saturday, March 14 -- Monday, March 16: Closed (no bus service)

Tuesday, March 17 -- Friday, March 20: 10 a.m. -- 6 p.m. (Click here to see the

Discovery Park Spring Break Bus Schedule)

Saturday, March 21: Closed (no bus service)

Sunday, March 22: Open normal hours

• MUSIC:

The Music Lab will be closed Saturday, March 14 through Sunday, March 22, 2009.

• PACS Computing Center (Chilton Hall):

The PACS and SMHM General Access Computer Labs will be closed Saturday, March 14 through Sunday, March 22, 2009.

• **CVAD** (formerly SOVA):

CVAD will close Friday, March 13 at 5 p.m. and will remain closed through Saturday, March 21. The lab will re-open at noon, Sunday, March 22, for normal business hours

• <u>COE</u>:

The COE General Access Computer Lab will close at 5 p.m. on March 13 and will be closed through the week. The lab will re-open at 7 a.m. March 23.

• COBA:

The COBA General Access Computer Labs will close on Friday, March 13 at 4 p.m. and will be closed through the week. The labs will re-open for regular hours beginning Sunday, March 22.

• <u>CAS</u>:

The CAS General Access Computer Labs close Friday, March 13 at 5 p.m. The labs will resume normal business operations on Sunday, March 22.

• UNT <u>Dallas Campus</u> - 155A

Monday, March 16: Closed

Tuesday - Friday, March 17-20: 8 a.m. - 6 p.m.

Saturday, March 21: 8 a.m. - 5 p.m.

Sunday, March 22: Closed

• Engineering General Access Lab (englab@unt.edu, Discovery Park, B129, 891-6733)

The Engineering General Access Lab will be closed during Spring Break. It will resume normal business operations on Monday, March the 23.

And don't forget ...



Get your alerts fast in case of inclement weather **Stay informed!**

Faculty/Staff Announcements

announce.unt.edu

^{*} You might want to register <u>here</u> to receive an email or text page for a UNT and/or local school district closing, should they occur.

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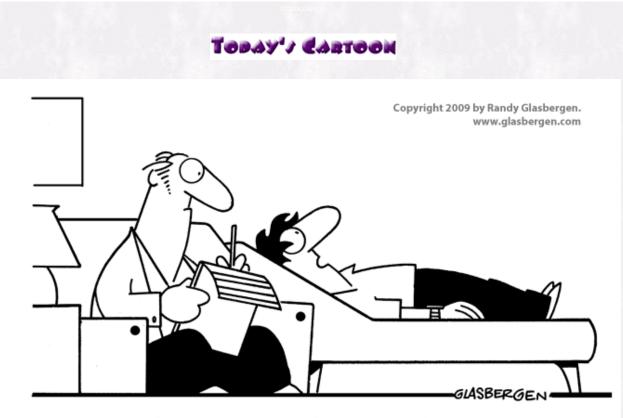
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"I'm ready to get serious about my goals. Can you upgrade my daydreams to high-definition or do I need to contact the cable company?"

From "Today's Cartoon by Randy Glasbergen", posted with special permission. For many more cartoons, please visit www.glasbergen.com.



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Don't Forget Our Monthly Columns!

By Claudia Lynch, Benchmarks Online Editor

In addition to our feature articles, *Benchmarks Online* publishes monthly columns that are focused on specific aspects of computing here at UNT (and beyond, in some cases). Check out what is waiting for you this month:

- By the Numbers Not really a column, rather a feature, giving you a glimpse behind the scenes of the volumes of data, spam, etc. processed, managed, and otherwise handled here at UNT.
- RSS Matters "RSS Matters" is the monthly column written by the Research and Statistical Support Group in Academic Computing Services. Their articles focus on topics of a statistical and/or research methods nature. This month Dr. Mike Clark declares "Free your research: Open source and other alternatives to cut your costs and improve productivity as a graduate student." Read all about it!
- The Network Connection "The Network Connection" may well be the longest running column in computer publishing history. Certainly in University of North Texas computer <u>publishing history</u>.

This month, Dr. Baczewski's column is entitled "No Longer Anonymous." Click on the Network Connection link and find out if you should be worried.

- Link of the Month As it says on the top of the "Link of the Month" page, "Each month we highlight an online mailing list or website. Frequently the link is associated with UNT." This month's link is to "Chilton Hall." Click on the link above and check it out!
- Helpdesk FYI A new monthly feature from the CITC Helpdesk. Each month they will tackle a topic that has been of particular interest to callers/visitors to the Helpdesk. This month Jonathan "Mac" Edwards, continues the EagleConnect conversation with "Configuring your Mail client to check EagleConnect." Click on the link above for more information.
- Short Courses Every semester, Academic Computing Services (ACS) offers short courses on computer-related topics, many of them having to do with statistical research. This column keeps you up-to-date on what is being offered and when as well as other training opportunities.

Short courses are over for this semester, but will be back this summer.

Need some research/statistical training? Special classes can always be arranged with the RSS staff, and they are always available for consultation. Click on the Short Courses link above for information about classes likely to be offered next semester and/or other training resources.

- IRC News As their Webpage says, "the IRC is an advisory and oversight body created to foster communication and cooperation between and among UNT information resources providers and users."
 We publish the minutes of the IRC meetings each month, when they are available. The Tuesday, January 20, 2009 minutes were published this month.
- Staff Activities This column focuses on new employees, people who are no longer employed at the Computing and Information Technology Center, awards and recognitions and other items of interest are featured here.



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Network Connecti**อ์**ก็

By Dr. Philip Baczewski, Director of Academic Computing and User Services

No Longer Anonymous

In case you hadn't noticed, Facebook is the hottest thing going for the <u>35-65</u> year-old set.*

Facebook began as the exclusive dominion of the college crowd, requiring a .edu address just to join. In September of 2006, Facebook <u>opened itself up</u> to any and all e-mail addresses for registration, organizing around geographic rather than college-centric networks. Then in 2007, Facebook <u>opened up searching</u> so that any member could search for any other member's name, and they continue to make <u>changes</u> that expand the scope of participation and access within the social network.

It's not surprising to me that Facebook is such a "big thing" these days. But, Facebook came to my immediate attention a couple of years ago when I got a few membership confirmation requests sent to an administrative e-mail address used to support an IT application I manage. This prompted me to sign up with my .edu address to learn a little bit more about how Facebook worked. It was interesting, if unspectacular and for a long time, my Facebook account was happily anonymous -- anonymous, that is, until my spouse discovered Facebook and subsequently found me there. I had no choice, but to become her Facebook friend.

Befriended

As her activity increased, I got "friend requests" from people we both had known during our college years and with whom she'd reconnected via Facebook. Pretty soon, family members started showing up on Facebook, as well as current and former colleagues from here at UNT. But the full impact of Facebook didn't hit home until I started hearing from people I knew in High School. I willingly admit that my primary goal in High School was to get out of there as soon as I could. I have fond memories of a few close friends who I've intermittently kept up with over the years, but for the most part, that chapter of my life was one to be left behind. Now, thanks to Facebook, I may be working my way back into the old High School social network. How scary is that?

I can't make any claims to being anonymous on the Internet. I've been working at UNT since the 1980's. I've had a web page up since at least 1995 (maybe earlier). This column has been online since 1998, and long-since useful Internet books that I contributed to back in the late 1990's still pop up when you "Google" my name. So, if any of those people from High School had really wanted to find me, they didn't have to look too hard. Yet Facebook seems to be very successful at it's function of creating social networks, sometimes when you least expect them.

If Facebook was a country . . .

While my professional presence has been readily accessible online for quite some time, I'm not sure how I feel about Facebook maintaining a snapshot of my personal interactions. It's been <u>pointed out</u> that if Facebook was a country, it would be the 7th most populous country on earth. Who governs that country? Who writes the rules? Who protects your privacy?

Earlier this year, Facebook tried to quietly change their terms of use to eliminate a provision which terminated their rights to your content when you remove it. What most of the population of Facebook don't realize is that by using the service you provide Facebook with an "irrevocable, perpetual, non-exclusive, transferable, fully paid, worldwide license (with the right to sublicense) to use, copy, publicly perform, publicly display, reformat, translate, excerpt (in whole or in part) and distribute such User Content for any purpose, commercial, advertising, or otherwise, on or in connection with the Site or the promotion thereof..." The change they made would have allowed them to retain these rights even if you removed your content, but an uproar among Facebook users after these changes came to light caused them to roll back to the prior version of the language.

All this is reminiscent of similar language found in the Google terms of use discussed previously in this column. The nature of these services requires that you provide some rights for them to store and manipulate content you place on the site. If you post a photo and share it with your friends and end up being embarrassed, you can't sue Google or Facebook for sharing your intellectual property, when that's the purpose of the service. That part seems fair. However, in both these cases, the rights that these companies claim seem to go far beyond what is required to operate their services. If you post a photo on Facebook or Google, then you are providing them with a right to plaster it all over the world if they think it will advertise the service or anything else, for that matter.

In some countries other than Facebook, governments are established which will protect the rights and privacy of their population. So while I won't withdraw my account from Facebook yet, I still prefer the terms of use found in the U.S. Constitution to those imposed by Facebook. In the mean time, I'll continue to be no longer anonymous.

* Fastest Growing Demographic on Facebook: Women Over 55

Why Facebook Is for Old Fogies

Grandpa is ... browsing your Facebook page



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Link of the Month

Each month we highlight an online mailing list or website. Frequently the link is associated with IINT



Chilton Hall has a new website with all sorts of handy links for the diverse group of departments and colleges housed in the building. Click on the link below to find out the history of Chilton Hall, the hours the building is open, wireless signal strength, department websites, and much, much more:

http://www.unt.edu/chiltonhall/

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Helpdesk FYI

By Jonathan "Mac" Edwards, Assistant Manager of the CITC Helpdesk

Configuring your Mail client to check EagleConnect

The new EagleConnect mail system supports both IMAP and POP3 accounts. For most IMAP or POP3 devices the following settings* should work. When possible we suggest using IMAP.

User & Login Information

Username: Your EagleConnect email address. Generally

firstlast@my.unt.edu.

Email address: Your EagleConnect email address. Generally

firstlast@my.unt.edu.

Password: Your EUID Password.

Server Information

Incoming Mail Server (IMAP): outlook.com Incoming Mail Server (POP3): outlook.com

Outgoing Mail Server (SMTP): pod51000.outlook.com

Incoming Mail settings

Encryption type: SSL

Port: 993

Outgoing settings

Encryption type: TLS (outlook prefers TLS) or SSL

Port: 587

Authentication: requires secure authentication.

These settings have recently been updated. The settings listed here are the most current as provided by Microsoft. Previous settings such as imap = imap.exchangelabs.com should continue to function for the time being, but you will likely see certificate errors. It is recommended that those with the older settings update soon.

For more information about EagleConnect please see our EagleConnect page at <u>eagleconnect.unt.edu</u>.

For more information regarding IMAP & POP3 settings for EagleConnect, please see the

*Note many applications will auto determine these settings. When in doubt first try Auto.

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IRC News

Minutes provided by Susan Richroath, Recording Secretary*



The IRC -- unofficially now known as the INFORMATION TECHNOLOGY COUNCIL (ITC) -- is currently undergoing a reorganization, see the May 20, 2008 minutes for more information.**

Tuesday, January 20, 2009

VOTING MEMBERS PRESENT: JOEL ARREDONDO, WARREN BURGGREN, (CHAIR), JIM BYFORD, CENGIZ CAPAN, TIM CHRISTIAN, KEVIN EADES, NOREEN GOGGIN, DON GROSE, ELIZABETH HINKLE-TURNER, TROY JOHNSON, FRANCES MAY, WILLIAM MOEN, RAMU MUTHIAH, JON NELSON, PATRICK PLUSCHT, RENEE SIMS FOR JOEY SAXON, AND WILL SENN NON-VOTING MEMBERS PRESENT: JOE ADAMO, PHILIP BACZEWSKI MAURICE LEATHERBURY, JACKIE THAMES, SUSAN RICHROATH, AND CHARLOTTE RUSSELL MEMBERS ABSENT: JUDITH ADKISON, LOU ANN BRADLEY, JIM CURRY, RENEE DRABIER, YUNFEI DU, JANE HIMMEL, JOHN HOOPER, BRUCE HUNTER, MELISSA JACKSON, ABRAHAM JOHN, JOHN PRICE, PHILLIP TURNER, KELLY DONAHUE-WALLACE AND KISEOL YANG

Warren Burggren introduced Susan Richroath as the new secretary for the ITC. Sue Ellen Richey decided to relinquish her ITC duties after many dedicated years of service to the Council.

The minutes of the previous ITC meeting, December 2, 2008, were approved with no recommended corrections.

IT planning

John Hooper was absent so Maurice Leatherbury reported on the IT planning for the separate identity of UNT-Dallas. The Dallas campus will reach the 1,000 full-time equivalent student enrollment requirement to become a separate institution by fall 2010. All IT units need to be set up as separate systems for reporting and collecting of each institution's data. CITC has funded a new position to support PeopleSoft and RFP's have been issued to consult with this project.

Decision Support Group

Warren Burggren introduced Allen Clark, Assistant Vice President for Institutional Research, to explain the Decision Support Group. Allen Clark and Jean Bush chair the Decision Support Group which has a charge to develop data dashboards for use by the Chancellor, President, Provost, and at college and departmental levels. Prior to EIS, data were collected in the Fact Book at the end of the year. Currently, the EIS system allows a data warehouse which electronically creates a factbook. The creation of a dashboard (similar concept to the

dashboard of an automobile) will increase the collection of data with broader and deeper representation. The dashboard mechanism will be available in 3-6 months. Allen Clark will be invited to return to the ITC to provide a dashboard example and update in a few months.

Student EagleConnectTM migration

Elizabeth Hinkle-Turner provided an update on the student EagleConnectTM migration. February 3 is the official launch date. There have been orientation sessions for resident hall and network managers and general access computer lab employees. There will be tutorials and giveaways to encourage students to begin using EagleConnectTM.

Next meeting

The next ITC meeting will be February 17, 2009. To allow all members to interact around the table, the Council voted to move the location of the meetings to the General Academic Building, Suite 210 conference room.

There being no further business, the meeting was adjourned at 2:45 pm.



IRC Meeting Schedule

The IRC generally meets on the third Tuesday of each month, from 2-4 p.m., in the Administration Building Board Room. From time to time there are planned exceptions to this schedule. The schedule can be found here. All meetings of the IRC, its program groups, and other committees, are open to all faculty, staff, and students.

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^{*} For a list of IRC Regular and Ex-officio Members click here (last updated 12/12/08). Warren Burggren is now the Chair.

^{**}DCSMT Minutes can be found here.

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Research and Statistical Support University of North Texas

RSS Matters

Link to the last RSS article here: <u>Getting the Most from Your SPSS 17 Output:</u> Labels and Exporting. - Ed.

Free your research: Open source and other alternatives to cut your costs and improve productivity as a graduate student

By Dr. Mike Clark, Research and Statistical Support Services Consultant

The following are steps and guidelines that will allow a graduate student to do research effectively and at no additional monetary cost. While oriented toward students here at UNT, many of these suggestions would apply to students of other, perhaps most campuses of research institutions. After one semester a student should feel comfortable enough using most of the applications mentioned to have them as a default, allowing them to save money and time in the long run. I will not get into operating systems and other applications that might have some indirect relevance to the research process.

I. Campus utilities

A. The first suggestion is to stay on campus. Your tuition and fees already pay for a vast amount of software that would cost an individual several thousand dollars to own on a single computer. Use it. Furthermore, you are likely to be much more productive on campus than at home.

II. Writing

- A. Basic to any education is putting thought to paper (electronic or otherwise) in order to exhibit well reasoned positions born about by evidence.
 - i. **Open Office**: Open office is an open source alternative to the MS Office Suite of products and works on Windows, Mac and Linux. With Writer, the MS Word equivalent, you have pretty much the same experience as MS Word (though far less annoying in my opinion), however you can save the files as *.doc if others need it, and has a built in PDF converter. This was initially written using it.

III. Article researching

- A. First of all, you do not have to be on campus to use the library. For example, with your UNT ID you can have access to the electronic library for article searches and download in exactly the same fashion. The drawback may be that speeds will be relatively slower compared to on-campus downloads, but time is saved from having to spend a trip to the library itself.
- B. The library for a variety of reasons does not have electronic access to all journals, and even some that do have a moving wall (e.g. no access to anything within the past year). However you may still have access to things we don't have here on campus with web searches, e.g. Google scholar, searching the web for that article title with .pdf in the search, and visiting the author's own webpage. The latter should be something you visit for any work of primary relevance to your own.

IV. Data Collection

A. Web-based Surveys

- i. RSS currently supports survey construction using Zope and Rich Herrington is the primary source of contact on that. Accounts and usage are free to students.
- ii. Many seem to use SurveyMonkey, but its free version is not very useful for typical research by most accounts that I have heard. Expect to pay for flexibility.
- iii. There are not a whole lot of options out there but LimeSurvey appears to be the front runner among open source alternatives and worth looking into. We at RSS are looking into it as an alternative at present.

B. Elbow grease

i. If possible, collect and enter data yourself rather than hiring an undergrad. It is often very easy to find volunteers for course credit or future recommendations, and even if not, having more control over your own research process is always a bonus.

V. Data entry

- A. If you are on campus use a stat program with a good spreadsheet such as S-Plus or SPSS for data entry.
- B. For more cross-program flexibility you might use Excel, and for an open source alternative to that use Open Office Calc. Like Writer, the files can be saved as Excel files and others.

VI. Data compression

A. Got big files? Use 7zip.

VII. Statistical Analysis

A. I have many suggestions, and all begin and end with the letter R. It does more than other common programs SPSS or SAS and is free. Furthermore, to use in an applied fashion doesn't take much with appropriate guidance, though you can go nuts with programming if desired. Given how long a graduate education requires one can be efficient enough by thesis time and an old pro by dissertation. However, there are of course alternatives.

VIII. Quality reports.

A. Document

i. Using MS Word, while convenient on any campus, does not produce a high quality report, and anyone that's fought it over the

course of a paper trying to do simple paragraph, table and figure formatting probably would prefer something else. Again, Writer (mentioned above) is viable for simple text. However, for really great looking scientific documents, one might try Latex even if they aren't expecting to do mathematical writing (e.g. equations), because it allows for fine control over the look and feel of your output without too much hassle, assuming you take a more applied approach. Lyx takes a wysiwyg approach and like Open Office, it runs on Windows, Linux and Mac. If you use R, you can use a package such as xtable (or its Rcmdr gui addon) to convert tabled output to the appropriate Latex code, and then just copy that into the Lyx document where the document can eventually be saved as pdf. For graphics you may insert an awesome R graphic that already looks exactly like you want because you had fine detail control before production. In addition, Lyx also has style templates such as that of APA. You can also use Bibtex editors to keep a running database of citations that can easily be called within any Lyx document. Furthermore, the UNT graduate school is hip to all of this, and provides sample templates, bibliography file etc.

In short you don't need a publisher to produce book quality documents.

B. Presentation

i. Many use PowerPoint, which isn't too bad but again, unless you want to shell out the cash you'll be stuck to campus use only. Open Office Impress is an alternative there, but you'll also want to use high quality graphics from a statistical program like R (presentation software graphical capabilities are awful).

In summary, the graduate student conducting research can perform many aspects of it at low to no cost if they don't mind a little discomfort getting used to new software. From the initial literature searches, to collection, analysis and publication of data, the determined student has a plethora of choices and means to be productive on a budget.



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Short Courses

By Claudia Lynch, Benchmarks Online Editor

Short courses are over for this semester, but will be back this summer. Surf over to the **Short Courses** page to see what sort of classes are likely to be taught.

Special classes can always be arranged with the RSS staff. See "Customized Short Courses" below for further information. Also, you can *always* contact the RSS staff for one-on-one <u>consultation</u>. Please read the <u>FAQ</u> before requesting an appointment though.

Customized Short Courses

Faculty members can request customized short courses geared to their class needs from ACS. Other groups can request special courses also. Contact ACS for more information (ISB 119, 565-4068, lvnch@unt.edu).

Especially for Faculty and Staff Members

In addition to the ACS Short Courses, which are available to students, faculty and staff, staff and faculty members can take courses offered through the Human Resources Department (they have a new comprehensive training curriculum), and the Center for Learning Enhancement, Assessment, and Redesign. Additionally, the Center for Achievement and Lifelong Learning offers a variety of courses, usually for a small fee.

EIS training is <u>available</u>. Questions or comments relating to EIS training should be sent to EIStrn@unt.edu.



Microsoft E-Learning

Microsoft E-Learning courses are now available for *faculty and staff* via our UNT-Microsoft Campus Agreement. Please contact Claudia Lynch at lynch@unt.edu for instructions on accessing this training.

Microsoft Outlook Training and more

The Messaging Systems Group has all sorts of useful information on their website, including training information.

Central Web Support

Consult Central Web Support for assistance in acquiring "Internet services and support." As described on their newly re-designed website:

CWS provides Internet services and support to UNT faculty, staff and students. Services include allocating and assisting departments, campus organizations and faculty with web space and associated applications. Additionally, CWS assists web developers with databases and associated web applications, troubleshooting problems, support and service.

Tutorials are available from CWS on a variety of topics.

Website Creation/Design

According to their website, "The Multimedia Development Lab at UNT libraries provides Web development and multimedia development services for UNT faculty, staff, departments, organizations and UNT libraries."

CLEAR (was Center for Distributed Learning)

<u>CLEAR</u> offers courses especially for Faculty Members. A list of topics and further information can be found <u>here</u>.

The center also offers a "Brown Bag" series which meets for lunch the first Thursday of each month at Noon in Chilton 245. The purpose of this group is to bring faculty members together to share their experiences with distributed learning. One demonstration will be made at each meeting by a faculty member with experience in distributed learning. More information on these activities can be found at the CLEAR Website.

UNT Mini-Courses

There are a variety of courses offered, for a fee, to UNT faculty, staff and students as well as the general public. For additional information surf over to http://www.unt.edu/minicourses/

Information Security Awareness

The UNT Information Security team has been offering Information Security Awareness <u>courses</u> to all UNT faculty and staff. Topics to be covered will include workstation security, sensitive data handling, copyright infringement issues, identity theft, email security, and more.

For more information, or if you would like to request a customized course to be taught for your department, contact Gabe Marshall at x4062, or at security@unt.edu.

Also, Information Security Training is <u>now available</u> through Blackboard Vista.

Alternate Forms of Training

Many of the General Access Labs around campus have tutorials installed on their computers. See http://www.gal.unt.edu/ for a list of labs and their locations. The Willis Library, for example, has a list of Tutorials and Software Support.

The <u>Training Website</u> has all sorts of information about alternate forms of training. Computer Based Training (CBT) and Web-based training are some of the alternatives offered, although due to the rising costs of training, shrinking budgets and changing technology, computer-based training at UNT is in a state of transition. For up-to-date information on CBT at UNT, see the CBT <u>website</u>.

State of Texas Department of Information Resources

Another possible source of training for staff and, perhaps, faculty members is the Texas Department of Information Resources. A look at their Education and Training website reveals some interesting possibilities. For example, under Conferences, Briefings, and Events is a "Microsoft Training Series" described as "free training classes ... delivered by Microsoft and hosted by DIR as part of the Technology Today Series (TTS)."



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Transitions

New Employees:

- **Terence Tol**, Computer Equipment Operator, Computer Operations (full-time, was part-time).
- Mark Evans, Communications Manager, Data Communications.
- **Sean Lopes**, Data Communications Assistant (part-time).
- **Matthew Bishop**, Computer Equipment Operator, Computer Operations (full-time, was part-time).
- Robert Ritz, Microcomputer Consultant, Helpdesk (part-time).
- **Aaron "Hunter" Childress**, CSS Tech, Classroom Support Services (part-time).
- **Tim Farmer**, CSS Tech, Classroom Support Services (part-time).
- **Kendall Hooks**, CSS Tech, Classroom Support Services (part-time).
- Jose Jimenez, CSS Tech, Classroom Support Services (part-time).
- Aaron McAdams, CSS Tech, Classroom Support Services (part-time).
- **Kellum Smith**, CSS Tech, Classroom Support Services (part-time).
- Gwynnethe Viban, CSS Tech, Classroom Support Services (part-time).
- Mary Yingst, CSS Tech, Classroom Support Services (part-time).
- Ryan Hamilton, Programmer Analyst, Payroll/HR Systems (AIS).
- **Michael J. Wells**, Student Assistant, Billing & Provisioning, Telecommunications (part-time).

No longer working in the Computing and Information Technology Center:

• John Rhodes, Data Communications Assistant (part-time).

Changes, Awards, Recognition, Publications, etc.

Congratulations are in order for:

- Ashley Keith, has been promoted to Classroom Support Tech Manager, Classroom Support Services.
- Dr. Elizabeth Hinkle-Turner, has been promoted to Assistant Director Academic Computing and User Services.

Fun Fact Winners

CITC staff continue to bring home the prizes. Congratulations to the following people:

- **Hanish Sharma**, Programmer/Analyst, Payroll/HR Systems (AIS), was a winner in the <u>February 12 *InHouse* Fun Fact</u> giveaway.
- Mary Ann Neuroth, Programmer/Analyst, Financial Information Systems (AIS) was a winner in the <u>February 23 InHouse Fun Fact</u> giveaway.
- Yoke Teo, Computer Support Specialist, Messaging (ESTS), was a winner in the February 23 *InHouse* Fun Fact giveaway.
- **Jay Maxwell**, Programmer/Analyst, Student Financials Systems Development (AIS), was a winner in the <u>February 23 InHouse Fun Fact</u> giveaway.
- **Brian Thompson**, Programmer Analyst, Constituent Relationship Management (AIS), was a winner in the March 2 *InHouse* Fun Fact giveaway.



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