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Campus Computing News

Student SAS Distribution Policy Changed

By [Dr. Philip Baczewski](#), Director of Academic Computing and User Services

As of the end of the Spring 2008 semester, on May 12, 2008, Academic Computing and User Services will no longer distribute SAS to students via the UNT Bookstore. Students who wish to acquire SAS to complete class assignments are recommended to purchase the SAS Learning Edition which is available via [e-Academy](#), where the SAS Learning Edition for Students is available for \$60. More information can be found at the SAS Learning Edition [webpage](#).

Students who require SAS to complete sponsored or guided research projects may contact the ACS Research and Statistical Support (RSS) staff. Students will need to provide the name and e-mail address of a faculty sponsor who can verify that SAS is required for their research activities. Once verification has been received, students can schedule a meeting time with RSS staff to receive media and instructions for installing SAS.

Note that "SAS 9.1.3 SP4 does NOT support the editions targeted at the consumer market. These [editions](#) include Windows Vista Home Premium and Windows Vista Home Basic." ACS RSS also will not support installation of SAS on Home editions of Windows Vista as long as SAS maintains this same policy. Students who require support from RSS staff may make a request via the weblink on the RSS [webpage](#).

Originally published, April 2008 -- Please note that information published in *Benchmarks Online* is likely to degrade over time, especially links to various Websites. To make sure you have the most current information on a specific topic, it may be best to search the UNT Website - <http://www.unt.edu> . You can also search *Benchmarks Online* - <http://www.unt.edu/benchmarks/archives/back.htm> as well as consult the UNT Helpdesk - <http://www.unt.edu/helpdesk/> Questions and comments should be directed to benchmarks@unt.edu

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Photoshop Express - Free Online 'Photoshop' is a pretty good deal

By [Dr. Elizabeth Hinkle-Turner](#), Student Computing Services Manager

I've been using full-blown Photoshop for my creative work and my job-related work since 1991 which makes me pretty much a 'from the start user' (Photoshop was released in 1989) and there are two things that have especially marked my progress through the at least 10 upgrades of the product: 1. The application is incredibly expensive and 2. The application is incredibly large in size. I recall when I got version 3.0 for my Mac SE (yeah - Photoshop in black and white....) which came on 12 floppy disks and cost \$500. Ah - the days!

So you can imagine my skepticism when I read in the business pages that Adobe was offering a 'free online version of Photoshop.' I just had to investigate and I have got to say from the start, while this (beta) application is certainly not for a digital artist or videographer like myself, it is a terrific deal for someone who simply wants to shape up the photos of their pets or kids, or family reunion with simple edits like crop, color/light balancing, red-eye removal and the like. In fact the Photoshop Express site (found at <https://www.photoshop.com/express>) ought to really make the folks at Picasa and Flickr pretty nervous as it offers editing options (in addition to the standard album and shared gallery options) that put it head and shoulders above these other photo-sharing sites. For someone who would like an easy-to-use and powerful way to edit their digital camera pics that is free, Express is definitely your product.

An in-depth look at Photoshop Express

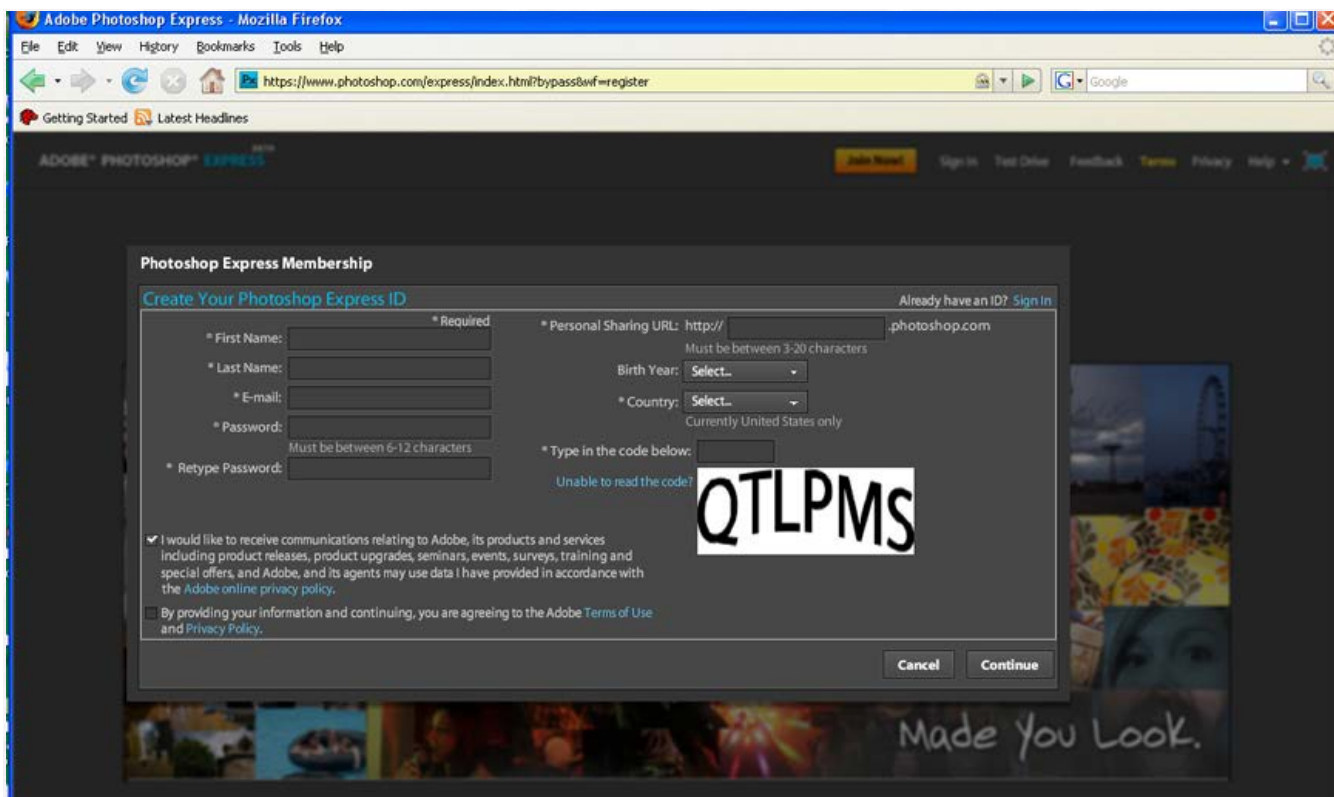
All gushing aside - let us get into 'the bowels of the product' (as one of my ACS colleagues likes to colorfully describe it) - and take Express for a beta-test-drive (*The Fast and the Furious: Digital Drift*):

Before you do ANYTHING - make sure that you have Adobe Flash 9 Player installed in your browser. Photoshop Express is a Flash 9 application. You can get Flash 9 at <http://www.adobe.com/products/flashplayer>. If you are using a Mac (like all the really *cool* people), installation is a snap - when you download and install, the player installs in Safari, Firefox, and Opera automatically and all your browsers are covered (because who uses IE on a Mac? Really you do? Please stop!). If you are on a PC, you need to install Flash 9 for Firefox and for Internet Explorer individually because, well, you are on a PC so you must suffer (it's the 'Microsoft Tax').

Note: all the screenshots for the article were done in the latest version of Firefox on a Windows XP machine (my Mac was busy chewing on some digital video rendering so it was unavailable - see... *I am* actually cool - someone tell my children!). I thoroughly tested all Express functionality on the latest Firefox and IE 7 on my PC and on the latest Safari and Firefox on my Mac (OS X 4.1) - got no glitches with any of the browsers or either operating system.

OMG - AMAZING! This application works in **LINUX** (so the 'ultra ultra cool folks' can use it too!) - latest version of Firefox with Flash 9 - tested it/works great!

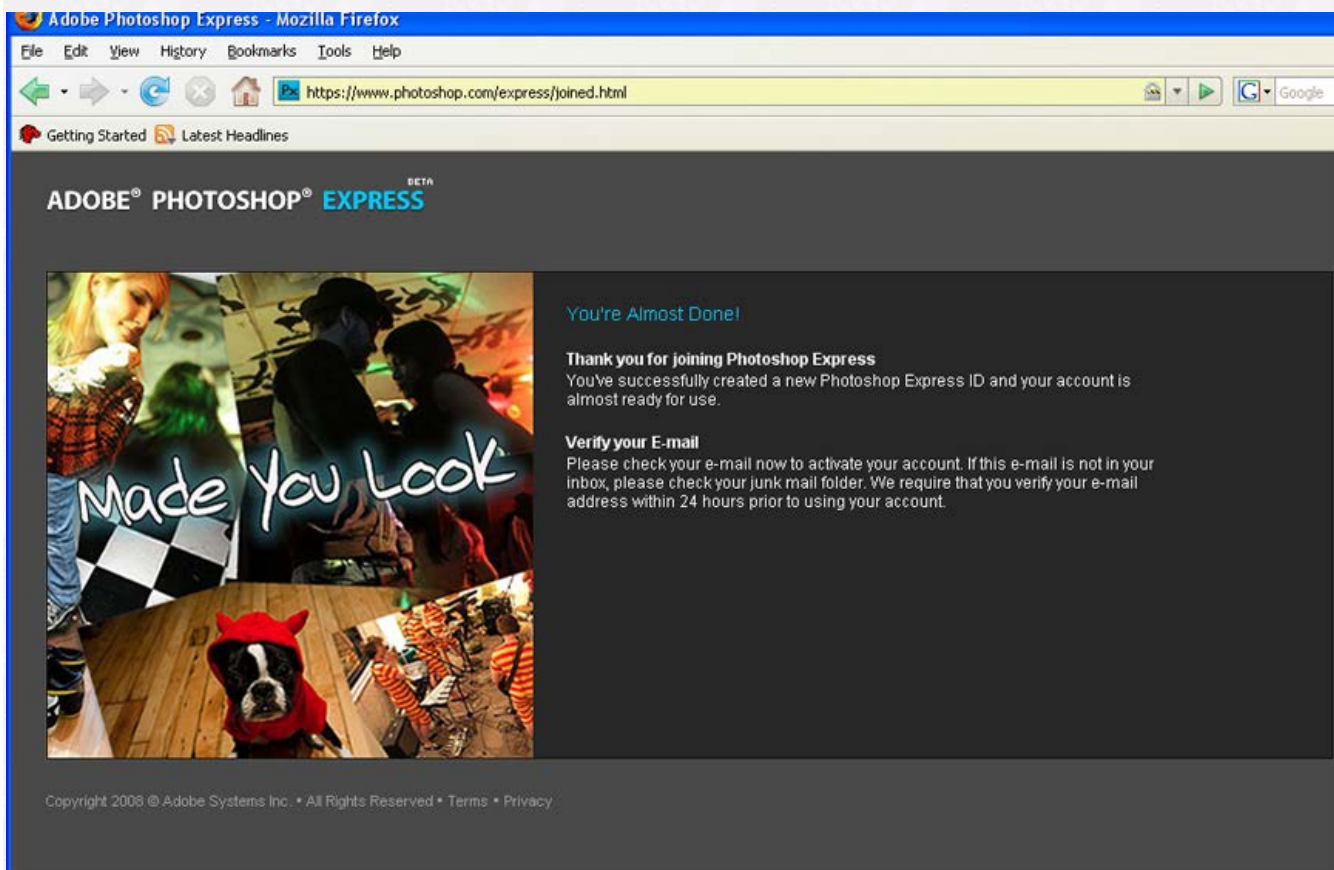
Next - the site is 'https' instead of 'http'? I feel all warm and fuzzy and *secure* already. You can either take Photoshop Express for a 'test drive' without creating an account or you can go ahead and set up your account. This is nothing different than the Spam Generator process one finds on other sites like FaceBook, Flickr etc. - fill out your information and go:



The standard sign up Spam Generator screen

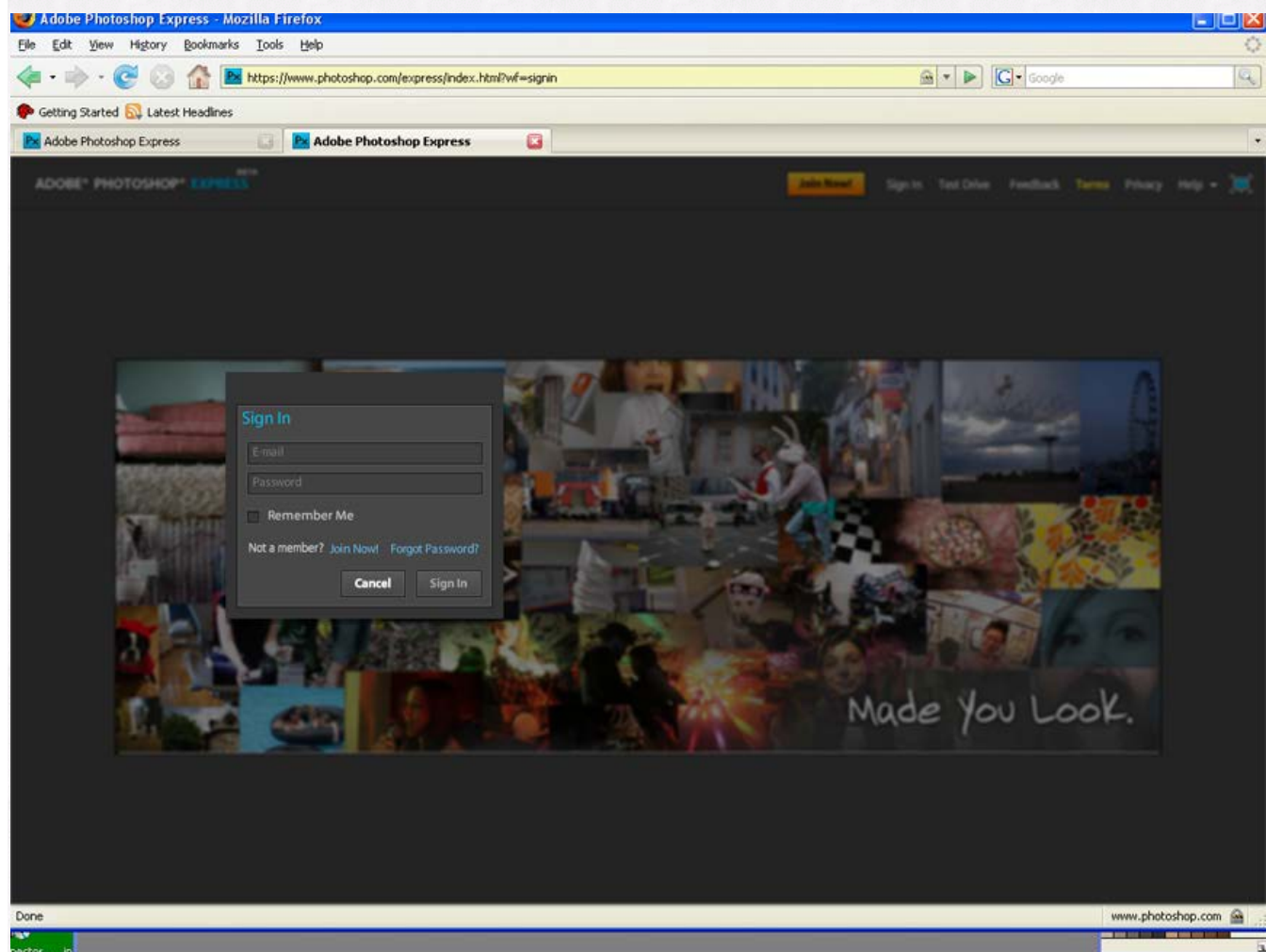
Please note that if you are someone who puts in a fake email address in order to mis-direct spam, this email address *does* become your login username so be sure you remember it. Also, the email address becomes the default for emailing your edited photos back to yourself. So you might want to resist the urge to type in your ex-boyfriend's email address as *spam revenge* in this text box instead of your actual preferred address. Also - see next paragraph for why you can't do this.

Next you have to confirm your account at your email address (ah - those smart Adobe people - they *know* that you are going to try to avoid that spam...but you CAN'T and use their product so 'nah nah NAH!');



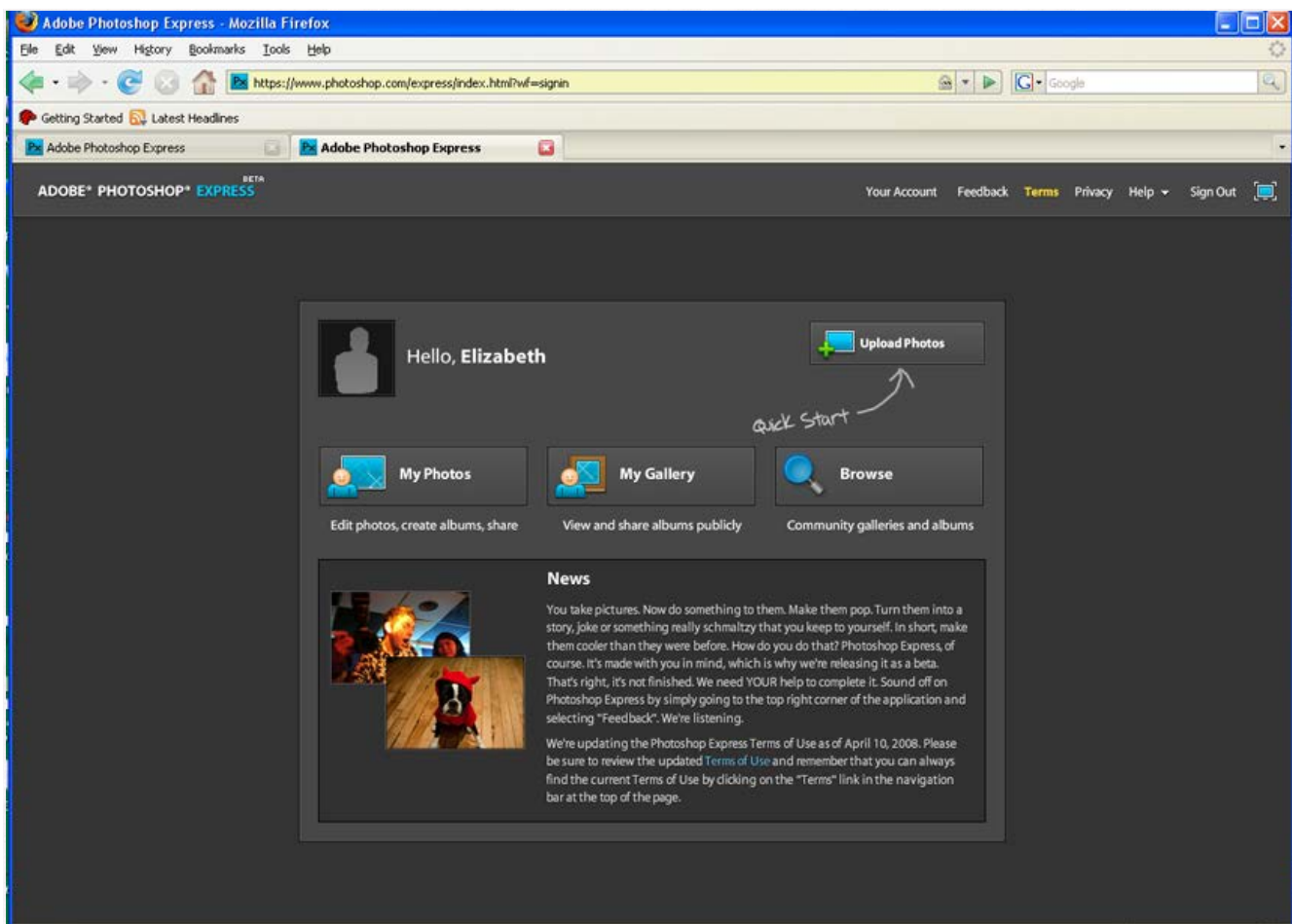
The confirmation screen - you just can't avoid that spam!

Here is the login screen:



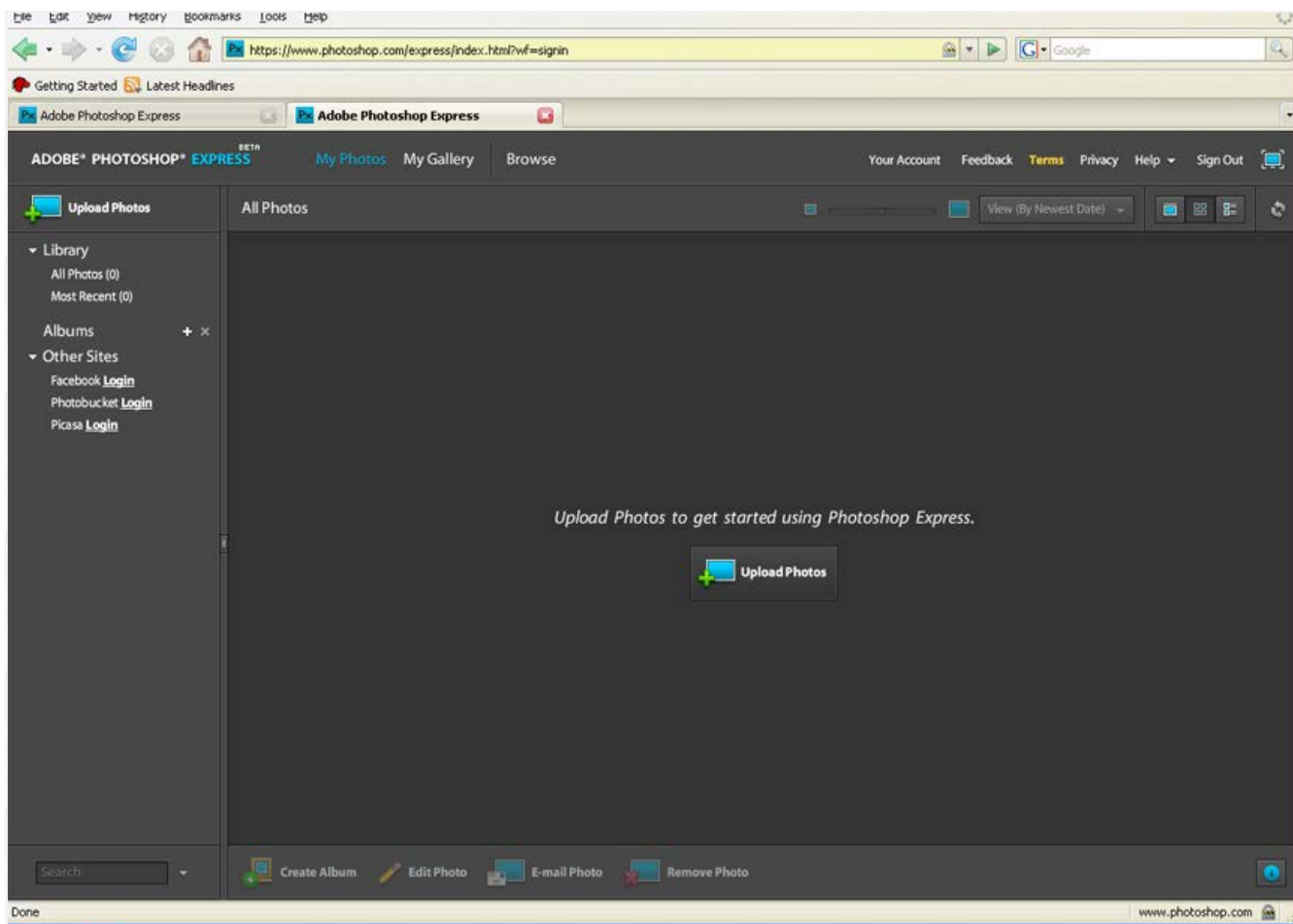
Log in screen

The opening page allows you to go into the Photo Editing and Uploading area, check out your shared items, or browse others' shared items (why do people think the whole world wants to see their children? C'mon, often *I* don't even want to see my children - why would someone else?):

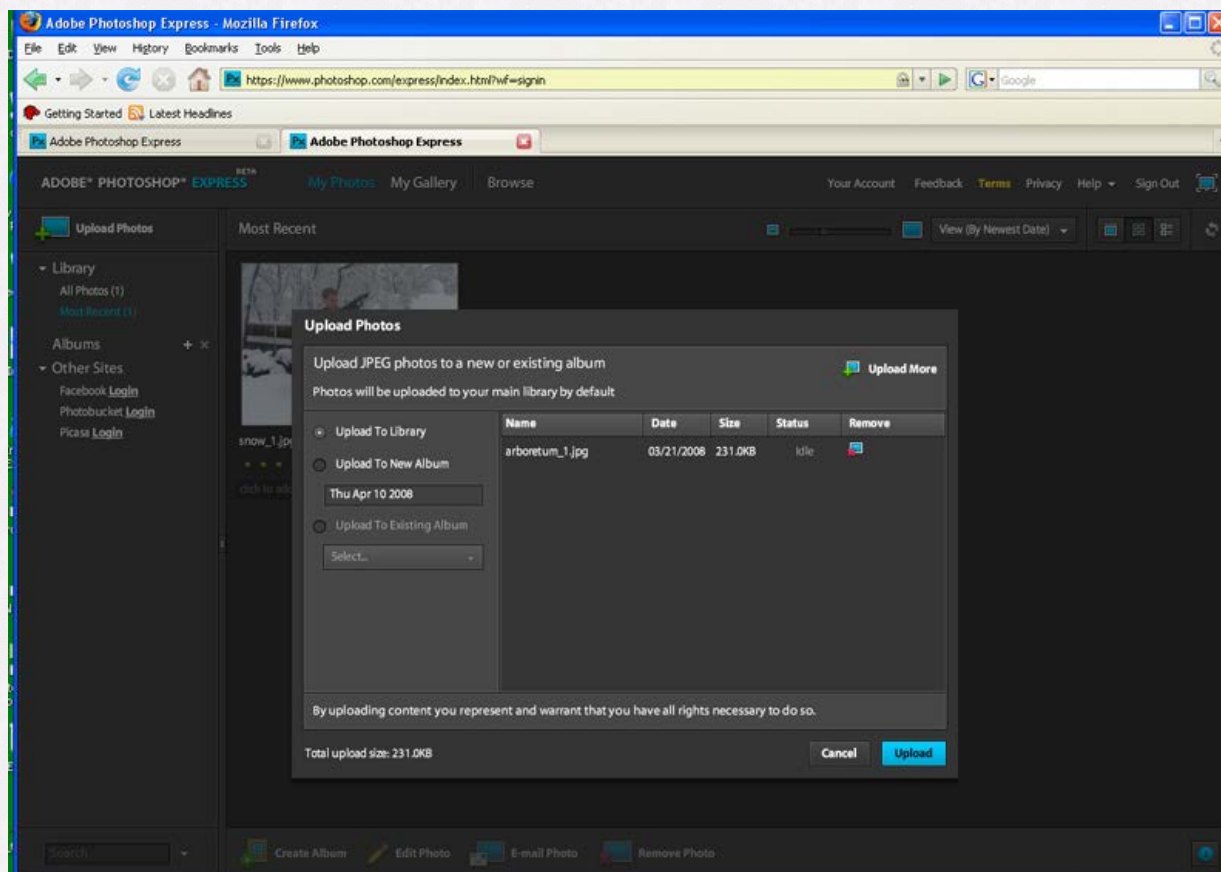


Your choices in Express

For this article, we are going into My Photos (though I will discuss the other areas briefly too) - Uploading Photos is easy - just click on the button and browse your computer for the photos you wish to edit. The Express FAQ page recommends that you do not upload more than 100 photos at one time. A few other limitations (from the Express FAQ) - Photos larger than 10M and 4000 pixels in height and width cannot be uploaded. Photos larger than 2880x 2880 pixels will be shrunk after editing.:

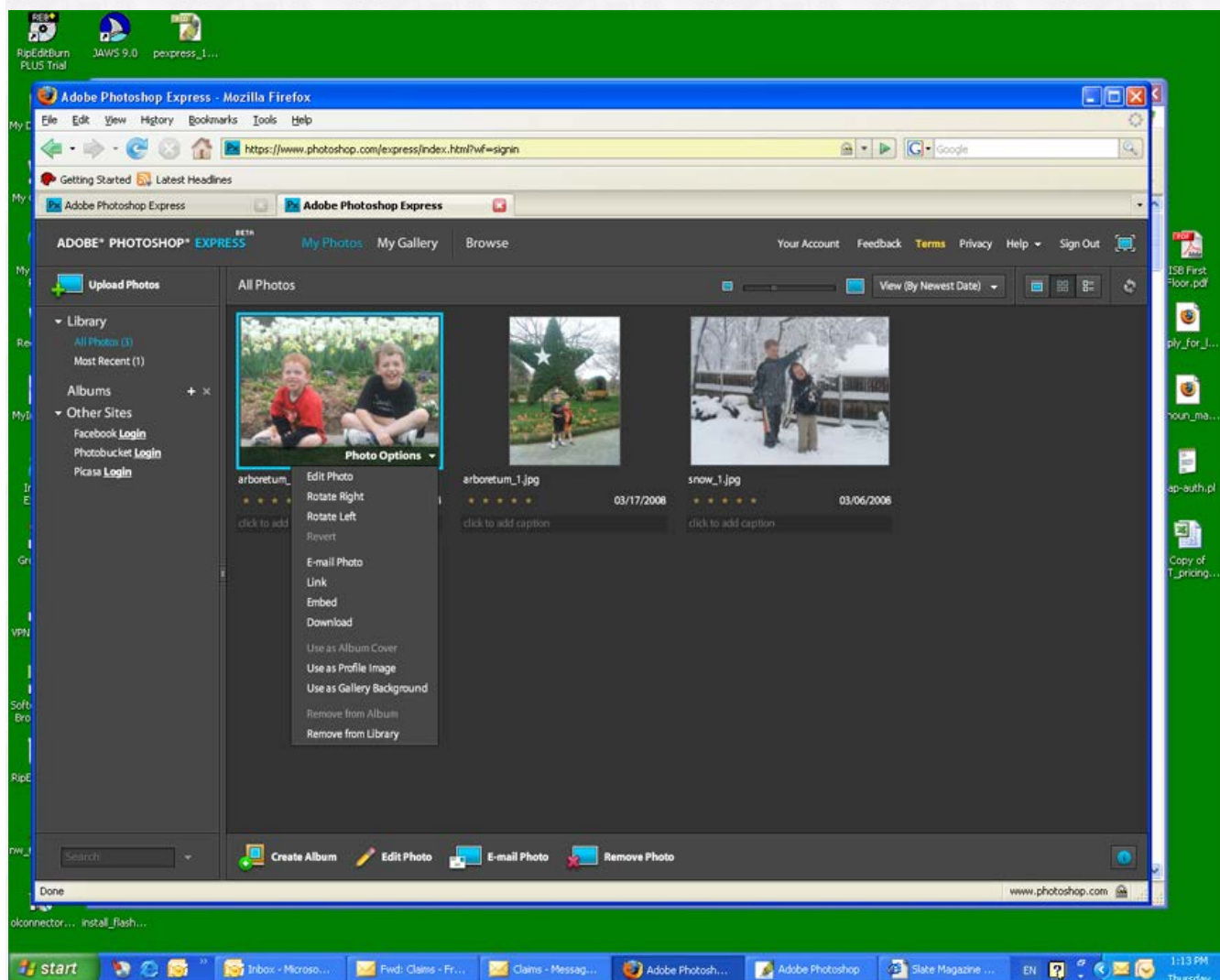


Upload up to 100 photos



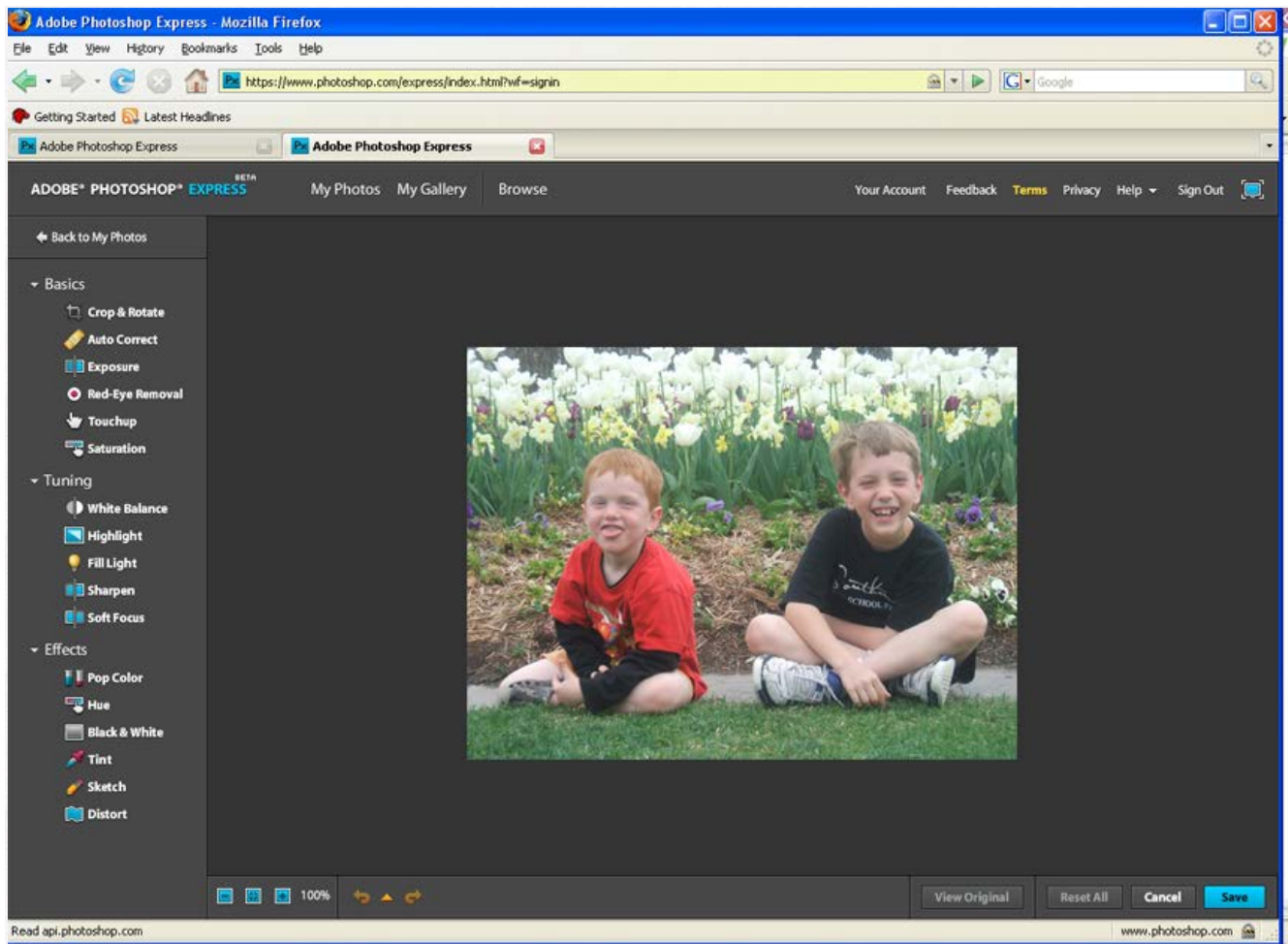
The second upload screen

Once you have uploaded some photos (aren't my children cute?) click on a photo to edit it or to do some simple rotations and other moves:



The menu of options is accessed by clicking on the bottom of the photo

The edit choice gives you a variety of ways to fix your photos from cropping to removing red-eye and adjusting color balance and light levels. You can even use distort, touch up and auto correct to do things like make Aunt Martha lose 10 pounds (A recent Photoshop trainer called this The Slim-Fast Filter) or erase wrinkles and worry lines (he called this The Botox Filter). Yes - at last you can have the 'perfect American family'. Just look at how cute I made my kids!:

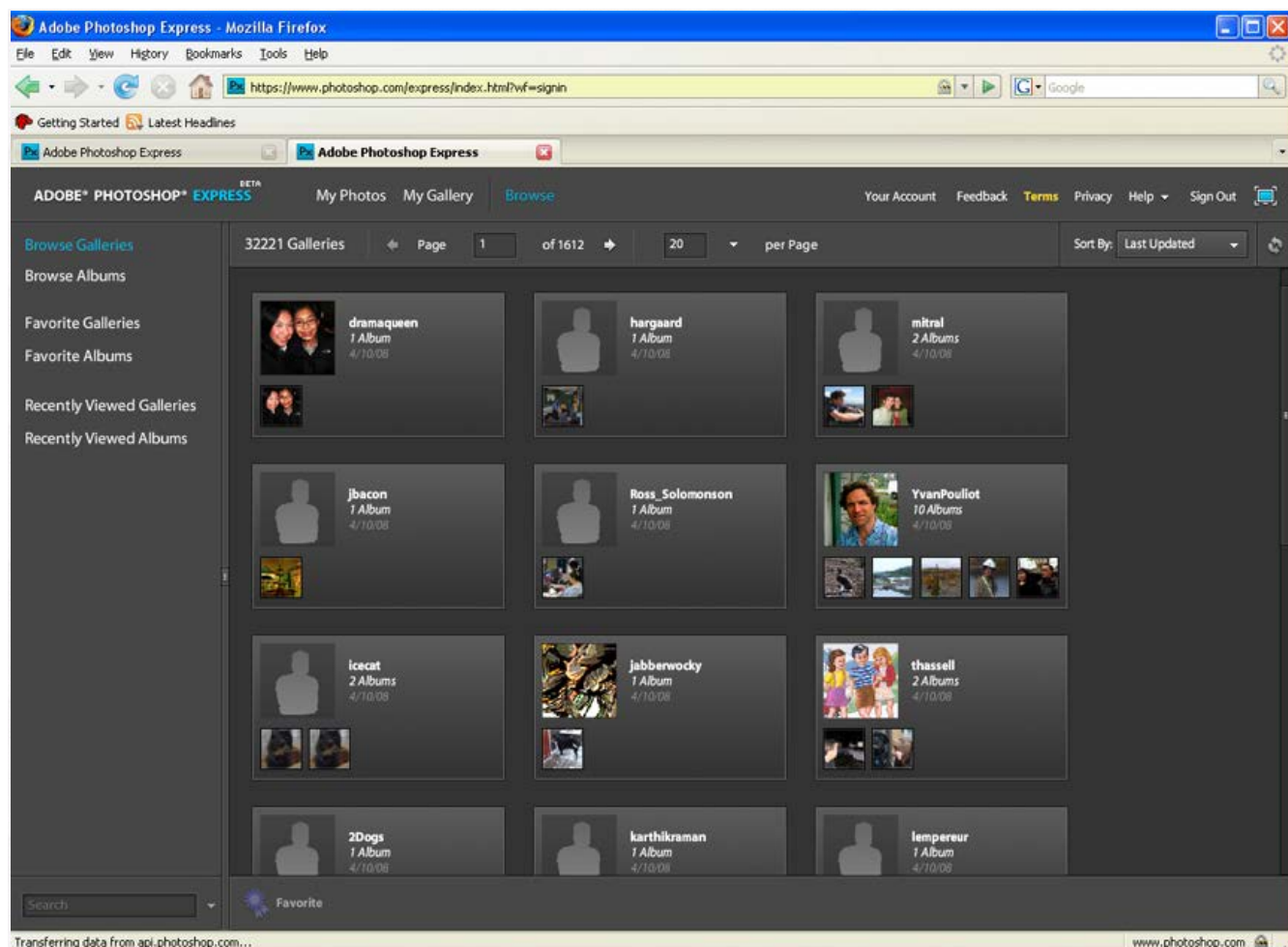


Lots of 'fix-its' for bad digital photographers! (or ugly subjects!)

From the FAQ's of Adobe Photoshop Express, here is a complete description of the tools they offer:

- Crop & Rotate—Turn it, straighten it, crop out the background.
- Auto Correct—Automatic, one-click, optimal lighting and contrast adjustment.
- Exposure—Change the brightness of the photo.
- Red-Eye Removal—Removes red eyes caused by some camera flashes.
- Touchup—Remove scratches and other imperfections.
- Saturation—Ramp up the colors to blinding brightness, dampen them down to black and white, or anywhere in between.
- White Balance—Ever notice how people look different inside an office with the ugly fluorescent tubes, as opposed to outside on a bright sunny day? Adjust the white balance and you change the type of lighting in the photo.
- Highlight—The brightest parts of a photo are the highlights. This control lets you brighten or darken just the brightest part of the photo, without affecting the darker parts (we call those the shadows).
- Fill Light—If you take a shot facing into the sun, your subject can end up too dark due to the camera's automatic exposure adjustment. Fill Light brightens the dark area without over brightening the background.
- Sharpen—It's like putting in your contacts. Suddenly everything comes more into focus.
- Soft Focus—It's like taking your contacts out. Soft Focus creates a subtle blur for artistic effect.
- Hue—This one changes all the colors in a photo at once.
- Black & White—Control how the colors are converted when you change a photo to black and white.
- Tint—Imagine instead of black and white, you want red and white, or pale brown and white for that old Western look.
- Sketch—Makes any photo look like you drew it yourself.
- Distort—Stretch, twist, bulge specific areas of your photos.

After you finish sprucing up your photos you can either save them in an album and post them publicly, email them to yourself, or email them to friends. It is pretty slick and certainly a lot better than any of the lame editing applications I've gotten with my various digital cameras. It is these pretty powerful basic editing tools that truly distinguishes the Photoshop Express site from others like Flickr and Picasa. Flickr doesn't offer these editing features and while Picasa has some editing capabilities, in my opinion, the cumbersome effort of transferring and moving files around your site and your computer is really a hindrance with Picasa plus their tools are not nearly as intuitive:



Look at all the folks who want you to see their photos!

The 'Gotcha's':

Now - just so no one thinks that Adobe is paying me a bunch of money to promote their product - I am going to take you through all of the 'gotchas', glitches, and 'oh dears' that I found in my testing. This site is a beta test so users can actually go to a section where they can offer suggestions and comments. My first comment was, "Where in the world is **UNDO**?" There is no undo button so save often if you are doing a bunch of edits. The only way you can undo a mistake is to get out of edit without saving. So - if you removed red-eye from the dog, adjusted light and color, cropped out that annoying cousin you always disliked and THEN you made Aunt Martha just a bit too unbelievably skinny with the Slim-Fast Filter so you need to undo the Aunt Martha stuff...well, you can't. You have to get out of edit without saving and thus you lose not only Aunt Martha's 50 unbelievable pounds but all the other good stuff too (unless you saved after each adjustment) and have to start again with Rover the Demon Dog's red eye removal.

The second thing that is annoying is: what if I only want to share an album with a selected few folks instead of the entire world? You can't do that - it is either have everyone see your lovely children on your site or have no one see your lovely children on your site. There should be some way that you could password protect your albums or limit them to a certain few email address accesses or something. The only way you can selectively distribute your photos is via email.

As with all of these 'sharing' sites and 'free application sites', I strongly urge users to read the fine print regarding privacy and terms of use. I must say that having slogged through documents of this type from Google, MS Live, Facebook et al, the Adobe documents are really amazingly easy to understand. And you can pick out the 'iffy legalize' pretty easily too: just look for the word 'reasonable' and you know that you are getting into 'uh-oh' territory. Basically, as far as I can see, the Adobe terms of use are less draconian than Google Apps but a user must still be aware that the content they have on the Adobe Photoshop Express site is the user's intellectual property but it CAN be used by Adobe to promote their applications. A good example of this is the opening page of the Express website where one sees an animation of a bunch of photos. I imagine that those are photos that were edited with the Express application and reside on the site in a user's album(s). And Adobe went and grabbed a bunch of them to use here on their opening page. And by clicking 'ok' on Terms of Use, you have granted Adobe the right to do this. Adobe is careful to outline the ownership risks and liabilities inherent in sharing your albums. You are sharing them with the world; the Terms of Use that Adobe has one sign clearly states that 'the world' is not allowed to legally use your posted shared content for monetary gain of any kind but there is really no way to enforce that unless you are combing the Net daily for your stuff. The upshot of all of this is: if you are a video artist or photographer who does digital work for money and want to protect your product and/or you want to protect the privacy of your Aunt Martha, or Uncle Joe or your kids and make sure their photos aren't potentially splashed all over the universe - **DO NOT UTILIZE THIS PRODUCT** - especially, do not **SHARE** your content, email to specifically who you want to see it and also remove images from your site as soon as you are finished using Photoshop Express on them. As with everything, your degree of ownership protection

depends on your vigilance and attention - it is not the job of the company providing the service to help you with this.

For persons with disabilities (specifically persons who need to use screen readers) - Adobe provides the following site: <http://www.adobe.com/help/accessibility.html> with full instructions on accessing Photoshop Express in HTML mode. However, I could not get this to work - I kept getting put back into Flash mode - so I would not count on this product being accessible at this time.

Finally - and for those of us at UNT, this does not apply - Photoshop Express *is* a beta site and it is not available outside of the United States. So don't go telling all your friends in Portugal about this great free product because those friends will go to the site and be quite disappointed.

But in the meantime, I encourage you to try out Photoshop Express. For the average digital snapshot taker, it is going to be quite a blessing. It seems to be a fully cross-platformed, easy-to-use way to organize, edit, spruce up and send all those digital photos languishing in your camera. For those of you who need the full-blown, big Adobe products you pay for - at least go check out the offerings at the UNT Bookstore. The bookstore has an agreement with Adobe that allows the UNT community to get these products at a significant discount which means that you may only have to eat Ramen for two weeks instead of four in order to afford them (good thing my children like Ramen)! Enjoy!

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Computer-Based Training for Microsoft Project 2007 is Now Available

By [Dr. Elizabeth Hinkle-Turner](#), Student Computing Services Manager

Several people have indicated to me that their departments are adopting Microsoft Project 2007 and they have asked about computer-based training for this product. We *do* have Microsoft Project 2007 training available at our SkillPort website and to make it easier to find (it used to be buried in the Office 2007 Training folder), I separated it out into its own folder for ease-of-use.

The two screenshots below show the location of the Microsoft Project 2007 training and the course titles:

Catalog











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 PDA Training	Add to My Plan
 Windows Vista Operating System Training	Add to My Plan
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 Microsoft SQL Server 2005	Add to My Plan
 Datacomm Training	Add to My Plan
 Data/Telecom Training	Add to My Plan
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 Specifying and Assigning Resources in Project 2007
 Tracking and Reporting Progress
 Advanced Customization
 Project Data Management and Performance

Remember that for a complete listing and set of instructions about computer-based training

from SkillSoft at UNT, go to <http://www.unt.edu/cbt> or email ehinkle@unt.edu.

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Reports of Windows Collapsing are Overblown but There IS a Lesson to be Learned Here

By [Dr. Elizabeth Hinkle-Turner](#), Student Computing Services Manager

My office (with a coveted window!) is directly across from the dismantling of Master's Hall (for those of you who are 'window-challenged' see what I can see [here](#)). I've been watching this process for months now as the able demolition company carefully extracts furniture, then trimming, then brick etc. However - I *do* keep wondering when in the world are they going to collapse this thing or is it just going to happen on its own?

Well, for those of you have ever wondered whether Microsoft Windows was ever going to collapse, the folks at Gartner Research breathlessly [declared](#) a few weeks ago that this would occur in the near future. After this announcement, skepticism seems to reign about this (for a typical dissent see [InformationWeek's Microsoft Weblog](#)). In Gartner's defense, though their study headline is sensational, the actual text of the article is much less so - Gartner predicts that a massive overhaul of operating system code is the most likely outcome. Whether you cheer and laugh, shrug indifferently, or weep uncontrollably at the prospect - there ARE some good lessons to take away from this article and some others that I have been reading.

It's the time of year when those of us in ACS start working with Student Development to update information on what computer systems UNT students need to complete their course work. This got me reading several articles like this one - [Windows XP: Going, going ... gone?](#) - detailing the support schedule for the Windows XP operating system and the feasibility/desirability of a Windows Vista OS upgrade. It is also why the Gartner announcement caught my attention.

In a nutshell, Windows XP has proven to be a quite popular and stable operating system and both corporate and private users have not been exactly rushing out to buy Windows Vista. In fact many folks have gotten new machines with Vista on them and then 'downgraded' to XP! As a result, Windows has greatly extended its lifecycle of support for Windows XP giving consumers a greater choice in operating system flavors. A few important timelines should be heeded, however.

Dates to remember

First of all, currently if you buy a new Windows machine from a company like Dell or HP or Gateway (etc.), in most cases you can still choose to have it come from the factory with either Windows XP or Windows Vista installed. According to Microsoft, PC manufacturers can sell new machines with the Windows XP operating system installed through **June 30, 2008**. After that date, if you buy a new PC and want the OS pre-installed, you will have to get it with Vista. If you currently have a good machine with XP - the good news from

Microsoft is that they are going to be supporting the XP OS through April 14, 2009. This is a fairly lengthy time concession on Microsoft's part.

Microsoft's next operating system, Microsoft 7, is scheduled for release in 2009 so actually many XP users will probably be able to skip going to Vista altogether and just move straight to Microsoft 7.

Another little nugget of info I picked up for you XP loyalists is: if you buy an Intel-based Macintosh, the XP operating system should run just fine on it. No need to 'downgrade' from a new machine with Vista to your old copy of XP - just put a clean install on your Macintosh for the XP machine of your dreams.

Attention UNT students

The most important thing that UNT users (especially students) need to know, however, is - what is recommended for a student using a PC on our campuses and doing class work and online learning. Students can use either XP Professional or Vista Business to have all the capabilities they need to complete their course work and turn it in to their professors. The UNT Bookstore actually sells XP Pro and Vista Business (upgrades) for a reduced cost to UNT community members. The General Access Computer Labs are all running the XP operating system on their PC's and most of the colleges, departments, and schools on campus are also. The recommended version of Office is now Office 2007 which has been running in the labs and in other campus areas for at least half a year with no issues. PC users are advised that these operating systems and Office versions are large applications that use a lot of RAM - a minimum of 2 GB of RAM is recommended for PCs and if you have room for 4 GB of RAM all the better.

Macintosh users are encouraged to pick up Office 2008 which is fully compatible with the PC Office 2007. I've been using Office 2008 on my Mac for a few weeks now and it works just great. Once again - beef up your RAM to a minimum of 2 GB.

The best news out of all of this is - at a time when the economy is doing badly and we are all needing to pinch pennies - skimping on your Windows operating system upgrades is not going to be a problem this year. RAM is relatively inexpensive so if you want to give your old machine that you are hanging onto a facelift, then double its RAM. But there is no need to slap down hundreds for a new OS at this time. And - as always - make sure you install those security patches!

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"Yesterday is just a memory. Tomorrow is only an illusion. Live for today! It's from our credit card company."

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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, but a new 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, Patrick McLeod talks about "Mapping And Data Representation In Stata: Part 1" Check it out!**
- [The Network Connection](#) - "The Network Connection" may well be the longest running column in computer publishing history. Certainly in University of North Texas computer [publishing history](#).

This month, Dr. Baczewski ponders "The End of Media as we Know IT." Whatever does he mean by that? Click on the Network Connection link above and find out.

- [Link of the Month](#) - As it says on the top of the "Link of the Month" page, "each month we highlight an Internet, USENET Special Interest Group (SIG), or similar mailing list(s) or Website(s)." Lately we have been confining ourselves to featuring UNT specific sites. **The CITC Helpdesk remains *the* place to go when you need help using various computing facilities and applications at UNT. Click on the link above and get the scoop.**
- [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 helps you save face by "Recalling a Message in Outlook." Check it out!**
- [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 the semester but there are still lots of training opportunities. Also, if you have a group that needs a specific class, it may be possible to arrange a special class just for them. Click on the Short Courses link above for more information.

- [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 March 11, 2008 minutes are available this month. The IRC Membership list has been updated also.**
- [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 Connection

By [Dr. Philip Baczewski](#), Director of Academic Computing and User Services

The End of Media as we Know IT

We live in an age of increasingly diminishing media. Many of us just don't know it yet. Of course, there are many definitions of media, the plural of medium which has even more definitions in its singular form. For the purposes of this discussion, I prefer the following definition of medium from the WordNet database queried via [dict.org](#):

"a means or instrumentality for storing or communicating information."

Paper is the medium of a book. A CD is the medium for music. A DVD is the medium for a movie, etc. Of course, you can argue the exactness of this description, but I think you get the general idea. Information Technologies have dramatically affected the development of media, particularly by enabling the digitization of information.

Media is diminishing both in size and existence. In the early days of sound recording, a classical symphony was delivered via a box of 78 RPM records. Later, that was reduced to a single vinyl LP, with the ability to deliver one short symphony on each side (I know -- you are asking, "what's an LP?" See: <http://en.wikipedia.org/wiki/Album>). A CD reduced the size of the media to a further extent with even more capacity for musical time. An [iPod Nano](#) stores multiple CDs in a package not much bigger than a matchbook (I know -- you are asking, "what's a matchbook?" See: <http://en.wikipedia.org/wiki/Matchbook>). In my smart phone is a Mini SD card that is about the size of my thumbnail that holds a good representation of my (legally purchased) music collection.

I propose that the next step will be that media will vanish into the air -- literally. Apple Inc. seems to agree with me. Recently they introduced the [MacBook Air](#) which features a sleek and light design as well as no media drive, a move as bold as when they released the iMac without a floppy drive, sending the Mac user world into a horrendous [panic](#). The MacBook Air is "built for the wireless world." It assumes that information, software, and entertainment will be acquired via a wireless Internet connection, so no media drive is needed. It's all in the air.

Google and Microsoft are both scrambling to make information management tools available as Internet-delivered applications. Soon, you won't need Office on your hard drive or even need to keep files there. [Google Docs](#) already lets you edit files online with out needing to have editing software installed on your hard drive. Likewise, Adobe will let you edit and store photos online via their "[Photoshop Express](#)."* Google already is quite successful supporting people's e-mail and calendars online. If this trend continues, then a computer will be less of a device for accessing or moving digital information between various media. It will instead be a communication device capable of connecting you to the information you

need and letting you generate information for others.

So, it may not be too long before a computer just requires some controlling software and the integration of a good browser. That's an idea that Microsoft [got right](#), if only they'd used it for good instead of for [evil](#). [Marshall McLuhan](#) said that "the medium is the message." I'd have to say that in today's world the message is the message, especially when the medium no longer matters.

* For a timely review of Photoshop Express, see Dr. Hinkle-Turner's article [Photoshop Express - Free Online 'Photoshop' is a pretty good deal](#) in this issue of *Benchmarks Online*.

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Link of the Month

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



The CITC Helpdesk remains *the* place to go when you need help using various computing facilities and applications at UNT. The Helpdesk is located in the Information Sciences Building (ISB) room 119, directly beside the Science and Technology Library. If you don't know where else go, who else to call, or when no one else can help you with your computer on campus, come by, call or send mail to the Helpdesk: 940-565-2324 helpdesk@unt.edu



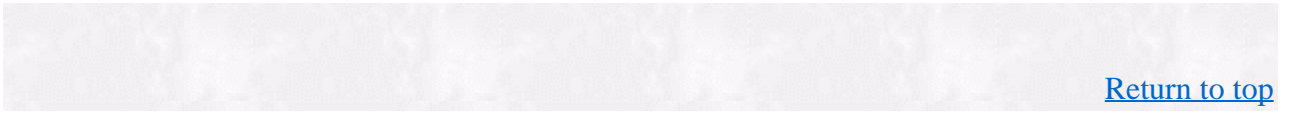
**Having trouble logging in?
We can help!**

Make sure and check the site -- <http://www.unt.edu/helpdesk/> -- regularly for things like **General News and Information**. For example, one of the recent items posted is:

IE 7 is now a supported browser.

IE 7 is now a supported browser at my.unt.edu, and eCampus (formerly WebCT Vista).

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Helpdesk FYI

By [Jonathan "Mac" Edwards](#), Assistant Manager of the CITC Helpdesk

Recalling a Message in Outlook

Have you ever sent out an email message only later to realize that you have made some silly spelling mistake, or forgot to add an attachment? You notice this mistake mere seconds after hitting the send key. Now you have to hope that nobody notices the mistake. Luckily Outlook has a solution!

In Outlook:

1. Click on your Sent Items Folder located under Mail Folders.
2. Open the Message you wish to Recall or Resend.
3. Click on "Other Actions."
4. Choose either Resend or Recall.
 - a. Choose Resend if you simply want to add an attachment or make an edit to your file. Your recipient will simply get an updated copy of the file, while maintaining the original.
 - b. Choose Recall if you wish to either remove the original message, or replace the original message with an updated version.
5. For this example we will chose "Delete unread copies and replace with a new message"
6. Select the "Tell me if recall succeeds..." checkbox. This will allow you to verify that your recall was successful. Hit Okay.
7. Make the required edits to your document and hit Send.
8. You should see notifications if the recall was successful.

It is important to note that messages will only be replaced if they have not been opened. If a user has forwarding set up, or checks their mail via a third party client a replacement will not be made. The user will instead receive both the original message, and the replacement message. You can find a more detailed explanation of these rules in the [Microsoft Office Help Files](#).

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IRC News



Minutes provided by Sue Ellen Richey,
Recording Secretary*

March 11, 2008

VOTING MEMBERS PRESENT: PHILIP TURNER, CHAIR, TIM CHRISTIAN, ELIZABETH HINKLE-TURNER, DOROTHY FLORES (for JOHN HOOPER), GARY MATTHEWS, FRANCES MAY, BEN BIGBY (for JON NELSON), DON GROSE, NOREEN GOGGIN, PATRICK PLUSCHT, JUDITH ADKISON, RAMU MUTHIAH, YUNFEI DU, JIM BYFORD, WIL CLARK (for JOHN PRICE), **NON-VOTING MEMBERS PRESENT:** JOE ADAMO, PHILIP BACZEWSKI, MAURICE LEATHERBURY, SEAN-MIKEL FLOWERS, SUE ELLEN RICHEY (Recording Secretary) **MEMBERS ABSENT:** LOU ANN BRADLEY, BRUCE HUNTER, WIL SENN, CENGIZ CAPAN, SCOTT WINDHAM, RAY BANKS, ABRAHAM JOHN, DONNA KEENER **GUESTS:** CHARLOTTE RUSSELL, TROY JOHNSON

Judith Adkison moved for approval of the minutes of the February 19, 2008 meeting; Don Grose seconded the motion, and the minutes were approved as distributed.

Distributed Computing Support Management Team**

Philip Baczewski reported for the Distributed Computing Support Management Team that their last scheduled meeting was on March 7, when UNT was closed due to inclement weather, so they did not meet. The next regularly scheduled meeting will be on March 21, 2008.

Learning Enhancement Planning Group

Patrick Pluscht reported for the Learning Enhancement Planning Group that the RFP is out for a new Learning Management System as of February 29th, with pre-bid meeting having been held on Thursday March 6th at 1:30 p.m. Responses to the RFP are due back to Purchasing & Payment Services on March 13th, with a bid opening on Friday, March 14th. The committee will then have March 15th-30th to evaluate the responses, after which they will prepare a short list of vendors (by April 2nd) and then have from April 7th through 18th to schedule demos, if needed, and have meetings with the vendors, with a final decision deadline of April 30th. The committee plans to present all information to the IRC after the April 2nd short-list decision so that the IRC can review everything by the April 15th meeting. The following URL is the website where information regarding this review process will be posted: <http://web3.unt.edu/lmseval/>

In addition, Patrick announced that an executive briefing from Apple was given for the president and other senior administrators here regarding **iTunes U**, and was warmly received.

Dr. Turner remarked that the **QEP III RFP** is out. This will be of interest for faculty teaching large enrollment classes. April 23rd is the deadline for applying for this, and they are looking for five courses. Also, an RFP is going out for faculty interested in designing 1 week of lessons; it would be a summer release, for experiential learning in an undergraduate class of any size. Twenty of these will be available; it is for 1.5 months salary, equivalent of summer course pay. This information will be shared with the Deans and Department Chairs.

Communications Planning Group

There was no report from the Communications Planning Group, since there had been no meeting.

AIS Planning Group

There was no report from the AIS Planning Group.

Standards & Policy Planning Group

Tim Christian reported for the Standards & Policy Planning Group that they are still working on policy revisions.

Student Computing Planning Group

There was no report from the Student Computing Planning Group.

Draft of the revised IT policy

Maurice Leatherbury stated that a draft of the revised IT policy was distributed at the February meeting, and it is up for vote today. He noted an addition to the 2nd to last paragraph on the last page, regarding whether or not network managers can be members of the ITC. This revised policy was brought as a motion, seconded by Patrick Pluscht, and discussion followed. Maurice emphasized that these two committees have more clout than they used to if the Project Management Policy and handbook gets adopted, because the Project Management Policy requires that projects of varying sizes be formally approved by different groups on campus, the IRC and the Planning Groups of the IRC being the staging gate through which projects have to pass before they can begin. So the membership of the ITC and ITSC is critical. As a point of clarification, Maurice stated that if this proposed policy is approved, it would then go to V.P. Andrew Harris before going on to the Vice Presidents. A comment was made by Troy Johnson that the peer review report states that there will be another IT Review done, but Maurice stated that this is not a sure thing. Troy Johnson suggested that there be an additional representative from Enrollment Services in order to insure that the best decisions get made concerning students. It was clarified that the Information Resources Council will become the Information Technology Council. It was noted that Institutional Research is not represented, and Troy Johnson expressed concern about that. Dr. Turner called for a motion to add one position to the Enrollment Management category; Judith Adkison made the motion; Ramu Muthiah seconded, and after some discussion, the motion passed. Will Clark suggested that Enrollment Management form a user group which would then have a representative on the ITC. Maurice explained that Health Science Center representation is not certain because of some changes at HSC, but the Dallas campus will continue to be represented.

Tim Christian declared that he was not happy about the Information Technology Steering Committee having so many people on it. He stated that having that many members would impede progress because it should only have people who can make financial decisions, not political decisions. Tim suggested that the ITSC only have Vice Presidents on it, and drop everyone else. Tim moved that a vote on this proposal be tabled until the April meeting; Don Grose seconded the motion. During a short discussion, it was determined that there was no reason to rush this proposal, and that it would be all right to vote on it at the April meeting. The motion to table was passed.

Desktop Replacement Policy

Maurice reported that a survey has been sent out to colleges and administrative departments asking them how many old machines are in their units; responses are due back by March 24th. Results will then enable his committee to complete the Desktop Replacement Policy.

There being no further business, the meeting was adjourned at 3:00 p.m.

* For a list of IRC Regular and Ex-officio Members click [here](#) (updated 3/14/08).

**DCSMT Minutes can be found [here](#).

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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Research and Statistical Support University of North Texas

RSS Matters

Link to the last RSS article here: [New Developments With R - version 2.6.2 - Ed.](#)

Mapping And Data Representation In Stata: Part 1

By [Patrick McLeod](#), Research and Statistical Support Services Consultant

Dealing with geographic components in social science research can take many forms. Data often have some geographic component to them (the distribution of responses to a survey or the location of nations suffering through civil war, for example). Accounting for these geographic components often takes the form of dummy coding variables or employing techniques such as geographically weighted regression. The most commonly encountered geographic component is in the display of data or the display of results. Whether your research deals in national level data, U.S. state level data, Congressional district level data or any other data that can be displayed within boundaries, maps offer an excellent way to display spatial data that are organized in ways that are visually compelling and easy for readers to comprehend.

Stata offers a user contributed package called *spmap* to generate maps with data as graphs. *spmap* will work with both Stata 9 and Stata 10. In order to use *spmap*, you'll need to install *spmap*, *shp2dta* and *mif2dta* using Stata's internet functionality. If this is your first time to install something via the internet from within Stata, the easiest thing to do is to type the following three commands into the command line:

```
findit spmap
```

```
findit shp2dta
```

```
findit mif2dta
```

and then click on the blue text items (blue text means an internet linkage, exactly like an embedded web link on a web page) to download and install these three packages within your Stata installation.

From the help file for *spmap*, here's an overview of the package:

spmap is aimed at visualizing several kinds of spatial data, and is

particularly suited for drawing thematic maps and displaying the results of spatial data analyses.

spmap functioning rests on three basic principles:

- First, a base map representing a given region of interest *R* made up of *N* polygons is drawn.
- Second, at the user's choice, one or more kinds of additional spatial objects may be superimposed onto the base map. In the current version of *spmap*, six different kinds of spatial objects can be superimposed onto the base map: polygons (via option `polygon()`), polylines (via option `line()`), points (via option `point()`), diagrams (via option `diagram()`), arrows (via option `arrow()`), and labels (via option `label()`).
- Third, at the user's choice, one or more additional map elements may be added, such as a scale bar (via option `scalebar()`), a title, a subtitle, a note, and a caption (via `title_options`).

Proper specification of *spmap* options and suboptions, combined with the availability of properly formatted spatial data, allows the user to draw several kinds of maps, including choropleth maps, proportional symbol maps, pin maps, pie chart maps, and noncontiguous area cartograms.

While providing sensible defaults for most options and suboptions, *spmap* gives the user full control over the formatting of almost every map element, thus allowing the production of highly customized maps.

The help file for *spmap* is extensive; instead of replicating the whole file in this article, I suggest that as soon as you finish reading this article you install *spmap* and then view and/or print the help file.

The *spmap* package allows users to create [choropleth maps](#) (link opens a file in PDF). A choropleth map displays data values or phenomena across different regions in shades of color or different gradients. The example we're going to work with in this article will map homicides per capita onto a map of the United States with different levels of homicides per capita displayed in different shades of red; lighter red reflects lower homicide levels while darker red reflects higher homicide levels.

Before we can get down to brass tacks in Stata, however, we need find a boundary file (a map) that is in either `.shp` (shapefile) or `.mif` (MapInfo interchange format). The best way to find one of these files is via the web; for instance, Googling "United States" shapefile or "United States shapefile" returns loads of possibilities. Per the [Stata FAQ page for working with spmap](#), I'm going to use the U.S. shapefile from the [National Weather Service's website](#).

Shapefiles come from ESRI, Environmental Systems Research Institute, one of the leading firms in the field of GIS software and development. ESRI produces the widely-used [ArcGIS](#) software platform which can be found on some computers here at UNT. A shapefile is an ESRI-specific map. Shapefiles are generally easier to find than MapInfo format files. The Stata package *shp2dta* converts polygon shapefiles into Stata data format. Note the restriction to polygon shapefiles!

MapInfo interchange format files work with the [MapInfo](#) suite of software products. In my experience, *.mif files are not as common as shapefiles but are worth looking for if your shapefile options are limited or if you cannot find a shapefile for your particular needs. The Stata package `mif2dta` converts a *.mif file into a Stata dataset for processing.

At this point in the process of generating your map as a graph in Stata, you should have the following things: `spmap`, `shp2dta`, `mif2dta`, a shapefile format map of your intended Stata map or a MapInfo format map of your intended Stata map. In Part 2 of the article we will walk through the Stata code involved in mapping data to a map and producing a graph figure of that map.

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Short Courses

By [Claudia Lynch](#), *Benchmarks Online Editor*

Short Courses are over for the semester. Surf over to the [Short Courses](#) page to see what sort of classes will likely be offered this summer. If you have a group that needs a specific class, it may be possible to arrange a special class just for them. See "Customized Short Courses" below for further information.

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, lynch@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](#), and the [Center for Distributed Learning](#). Additionally, the [Center for Achievement and Lifelong Learning](#) offers a variety of courses, usually for a small fee.

EIS training is [available](#). Questions or comments relating to EIS training should be sent to the EISTRN GroupWise account.

Moving from GroupWise to Microsoft Outlook Training

The GroupWise to Microsoft Exchange Migration is [progressing well](#) and (as of 4/16/08) 3,187 accounts have been migrated. A useful place for finding resources to prepare for this transition can be found [here](#).

Central Web Support

Consult Central Web Support for assistance in acquiring "Internet services and support." As described on their [website](#):

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.

In addition the Central Web Support office provides training to faculty and staff for web development. Training courses that are offered include

Dreamweaver, Fireworks, Integrating Dreamweaver and Fireworks, ColdFusion, Zope and SQL.

In an effort to provide the services that the UNT Web Development [requires] our staff will continually add additional courses to fit the needs of our faculty, staff and students.

Center for Distributed Learning

The Center for Distributed Learning offers courses especially for Faculty Members. A list of topics and further information can be found [here](#).

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 [Center for Distributed Learning 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

- Wednesday, April 23 2-3:30 p.m. ESSC Room 152
- Wednesday, May 21 2-3:30 p.m. ESSC Room 152

The UNT Information Security team is currently offering Information Security Awareness courses 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.

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 [Training Website](#) has all sorts of information about alternate forms of training. Computer Based Training (CBT) and Web-based training are some of the alternatives offered.

For further information on CBT at UNT, see the CBT [website](#). Note, also, some *Benchmarks Online* articles that have been published this month, and in the

recent past:

- [Computer-Based Training for Microsoft Project 2007 is Now Available](#)
- [More Windows Vista and Microsoft 2007 Server Courseware Added](#)
- [SkillPort Training Site Update](#)
- [Free and Legal: Copyright Advice and Training Online](#)
- [The Gift that Keeps on Giving: Even More Outlook and Office 2007 Training Posted on the CBT Website](#)
- [New Titles Added in SharePoint Server 2007, Publisher, Project, and Office 2007](#)

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)."

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.

Originally published, April 2008 -- Please note that information published in *Benchmarks Online* is likely to degrade over time, especially links to various Websites. To make sure you have the most current information on a specific topic, it may be best to search the UNT Website - <http://www.unt.edu> . You can also search *Benchmarks Online* - <http://www.unt.edu/benchmarks/archives/back.htm> as well as consult the UNT Helpdesk - <http://www.unt.edu/helpdesk/> Questions and comments should be directed to benchmarks@unt.edu

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Staff Activities

Changes, Awards, Recognition, Publications, etc.

EIS Influential Presence at Oracle/PeopleSoft Conference

As was [announced](#) in the February issue of *theEnterprise*, numerous UNT and HSC technical and functional staff were invited to share information and case studies about EIS for the past five years at the The Alliance 2008 [conference](#) due to their level of expertise and innovative solutions in enterprise system fields.

The Alliance conference is an annual event for all higher education, government, and public sector users of Oracle applications. The conference is organized and managed by the Higher Education User Group (www.heug.org). The 11th annual event for HEUG was held March 10-13, 2008 in Las Vegas, Nevada.

This year UNTS and EIS were represented by the following topics and presenters:

- “Encumbering Salaries and Benefits,” co-presented by **Rong Wang** (CITC - AIS, Payroll/HR Systems) and Jean Bush (Budgets) -- provides an overview of UNT's solution to encumber/disencumber salaries and benefits.
- “Budget Reports,” co-presented by **Will Senn** (CITC - AIS, Finance & Administration, Budgets & Business Intelligence Team Manager) and Jean Bush (Budgets) -- describes and demonstrates UNT's solution for budget reporting using Cognos.
- “Incorporating Cognos Reporting into PeopleSoft at UNT,” presented by **Ginny Richards** (CITC - AIS, EIS Tools Support Team Manager).
- “Writing Usable User Documentation,” presented by **Cathy Gonzalez** (CITC - AIS, EIS Training, Communications, and Administration Team Manager) – workshop highlighting best practices for trainers and writers creating documents and electronic help for Oracle/PeopleSoft products.
- “From PeopleSoft Queries to Oracle Discoverer, Explore the Possibilities,” co-presented by Juana Castillo (HSC), Dona Smith (HSC), and Bob Woelfel (HSC).

Soaring Eagles

The following people were recently recognized as Soaring Eagles in the April/May [issue](#) of

the *HR Connections* Newsletter:

- **Tracy Hansen**, Imaging, Enterprise Systems Technical Services.
- **Daniel Harris**, Helpdesk Consultant (part-time).
- **Mike Shirley**, AIS, Student Records Data Systems.
- **Jim Curry**, Director of Classroom Support Services.
- **Steve Moran**, Classroom Support Manager.
- **George Trabazo**, Student Assistant, Classroom Support (part-time).

Service to UNT

The following people were recognized for their service to UNT in [InHouse](#) recently:

10 years of service

- **Donald Alan Wilson**, Programmer Analyst, Fiscal Systems (AIS).

5 years of service

- **Stephen Louis Vrbka**, Team Leader, Payroll/Human Resources Systems (AIS).

Congratulations to ...

Andy Novak, Systems Manager, Project Management, who was profiled in the "Portrait Gallery" section of *inHouse* on [March 24](#). In case you didn't know, besides being a computing professional, "he's had opportunities to mingle with the family of one of the greatest musical talents of the 20th century, and he occasionally plays guitar for the Tommy Cash Show."

Stay informed!

Faculty/Staff Announcements

announce.unt.edu

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