

## Important Websites

If you have further questions about the services offered through CTL, UL and CaTS, see the following websites for FAQs and contact information.

### Center for Teaching & Learning (CTL)

Homepage:  
[www.wright.edu/ctl/](http://www.wright.edu/ctl/)

Workshops:  
[www.wright.edu/ctl/workshops/](http://www.wright.edu/ctl/workshops/)

Faculty Development:  
[www.wright.edu/ctl/faculty/](http://www.wright.edu/ctl/faculty/)

Pilot:  
[www.wright.edu/ctl/pilot/](http://www.wright.edu/ctl/pilot/)

### University Libraries (UL)

Homepage:  
[libraries.wright.edu](http://libraries.wright.edu)

Faculty Support:  
<http://guides.libraries.wright.edu/faculty-support>

### Computing and Telecommunications Services (CaTS)

Homepage:  
[www.wright.edu/information-technology/](http://www.wright.edu/information-technology/)

Getting Started for Faculty:  
[www.wright.edu/information-technology/getting-started/faculty](http://www.wright.edu/information-technology/getting-started/faculty)

# Faculty Quick Reference

*A guide to the services of :*

### Center for Teaching and Learning (CTL)

023 Library | (937) 775-2885  
ctl@wright.edu  
[www.wright.edu/ctl/](http://www.wright.edu/ctl/)

Pilot - WSU's Learning Management System (LMS): [pilot.wright.edu](http://pilot.wright.edu)  
Faculty Development Workshops: [www.wright.edu/ctl/workshops](http://www.wright.edu/ctl/workshops)

### University Libraries (UL)

Dunbar Library | (937) 775-2525  
Lake Campus Library | (419) 586-0360 or x8360  
[libraries.wright.edu](http://libraries.wright.edu)

### Computing and Telecommunications Services (CaTS)

025 Library Annex | (937) 775-4827 | 1-888-775-4827  
helpdesk@wright.edu  
[www.wright.edu/information-technology/](http://www.wright.edu/information-technology/)

**Teaching Support**

- Pilot support
- Instructional technology and faculty development workshops
- Instructional design
- Distance learning course development and support
- In-term course analysis and student feedback
- Academic web-conferencing
- Production of materials to support teaching/learning:
  - Interactive media
  - Digital media delivery for streaming, download, or podcast subscription
  - Automated processing and publishing of audio and video
  - QuickTime virtual reality
  - Small object 3D scanning
  - Conversion of media file formats, mediums
  - Academic course web design and accessibility consultation

**Research Support**

- Faculty research workshops
- Assessment support for grant applications
- New faculty orientaton

**Other Support Services**

- Web-only, mixed-mode and web-enhanced course hosting
- GTA mentoring/training
- Adjunct targeted support
- Writing boot camps

**What is Pilot?**

Pilot provides an online space for each course you teach. You may use it to deliver course content, give exams, email students, receive and grade assignments, post grades, moderate online student discussions, and more. Pilot can supplement face-to-face learning as well as support totally online courses. Training is available through the CTL.

OhioLINK.....	UL
Online Course Evaluation .....	CTL
Online Training (Atomic Learning).....	CaTS
Oracle.....	CaTS
Orientations.....	CTL, CaTS, UL
Passwords.....	CaTS
Patent and trademark .....	UL
Personal hardware/software purchases.....	CaTS
Plagiarism Detection.....	CTL
Plagiarism Prevention (Turnitin).....	CTL
Podcasting facilities.....	CTL, UL
Podcasting processing & delivery/publishing .....	CTL
Presentation practice room for students .....	UL
PrintWright.....	CaTS
Quality Matters .....	CTL
Qualtrics Online Surveys .....	CTL, CaTS
Records management .....	UL
RefWorks .....	UL
Research assistance.....	UL
Respondus Lockdown Browser .....	CTL
Satellite programs.....	CaTS
Scanning for tests, exams, and evaluations .....	CaTS
Server registration .....	CaTS
Software installation and licensing .....	CaTS
Spam filtering .....	CaTS
Special collections.....	UL
STAC (Student Technology Assistance Center) .....	UL
Subject librarians.....	UL
Survey scanning .....	CaTS
Teleconferencing.....	CaTS
Telephone installations and moves.....	CaTS
Training (technology) .....	CTL, CaTS
Video production and editing .....	CTL, CaTS
Video duplication.....	CaTS
Virus protection .....	CaTS
Voicemail .....	CaTS
VPN (Virtual Private Networking).....	CaTS
Warranty repair (computers).....	CaTS
Webpage development (non-Pilot LMS) .....	CaTS
WINGS .....	CaTS
WINGS Express.....	CaTS
Wireless networking.....	CaTS
Workshops and training.....	CTL, CaTS



**Center for Teaching and Learning**

023 Library  
(937) 775-2885

[www.wright.edu/ctl/](http://www.wright.edu/ctl/)  
[ctl@wright.edu](mailto:ctl@wright.edu)

## A to Z Services List

Academic Web-conferencing (synchronous) .....	CTL
Accessibility in online courses.....	CTL
Active Learning Classroom Training (SCALE-UP) .....	CTL
Application development .....	CaTS
Archives .....	UL
Atomic Learning (Online Training).....	CaTS
Banner Self Service & Admin Services.....	CaTS
Cabling.....	CaTS
Campus computer accounts.....	CaTS
Citation management.....	UL
Class lists.....	CaTS
Clickers (Classroom Response Systems).....	CTL
Classroom support.....	CaTS
Classroom equipment delivery.....	CaTS
Computer and email accounts.....	CaTS
Computer hardware purchasing and installation .....	CaTS
CORE - Campus Online Repository .....	UL
Course reserves .....	UL
DARS (Degree Audit Reporting System) .....	CaTS
Digital media production .....	CTL
Distance learning/distance education .....	CTL
Electronic course reserves .....	UL
Email and distribution lists .....	CaTS
Faculty development and workshops.....	CTL
Faxing .....	CaTS
File sharing .....	CaTS
Firewall.....	CaTS
Hardware repair (computers).....	CaTS
Hardware/software purchase recommendations .....	CaTS
Grade reporting .....	CTL, CaTS
Instructional design .....	CTL
iTunes U.....	CTL
IVDL.....	CaTS
Lab software .....	CaTS
Lecture Capture (Tegrity) .....	CTL, CaTS
Library instruction .....	UL
LMS (Pilot) .....	CTL
Long distance phone service.....	CaTS
Media checkout.....	UL
Media file format conversion .....	CTL
Media management (Kaltura) .....	CTL
Media player support (Quicktime, Flash, Windows Media Player, etc.) .....	CaTS
Mobile academic content.....	CTL
Networking installation.....	CaTS

UL

University Libraries

### Teaching Support

- Course-specific library instruction, demonstrations, or hands-on training
- Custom research guides for classes
- Easy links to library resources or web pages
- Electronic Course Reserves (documents or audio/video files)
- Media for classroom use - reserve, borrow, or purchase

### Research Support

- Reference service - appointments, phone, email, IM or text messaging
- Print and electronic resources (including OhioLINK's Electronic Journal Center & Digital Media Center)
- Library tab on WINGS - customize it for your needs
- Interlibrary Loan and OhioLINK borrowing services
- Original research materials in WSU's Special Collections and Archives
- CORE - Campus Online Repository for digitally archiving your scholarly work
- U.S. Patent & Trademark Depository collection
- RefWorks citation management software

### Other Support Services

- Tours and orientations for prospective and new faculty
- Library data for accreditation and other reports

### Support for Your Students

- The STAC (Student Technology Assistance Center)
- The Pod - podcasting facility in the STAC
- Student presentation practice room
- Research Toolkit workshop series



#### Dunbar Library

Reference	(937) 775-2925
Instruction	(937) 775-2925
Circulation	(937) 775-2525
Course Reserves	(937) 775-3941



#### Lake Campus Library

(419) 586-0360 or x8360

libraries.wright.edu


## Teaching Support

- Campus computer accounts, passwords, and email
- Degree audit (DARS)
- Network drive to share files with students
- WINGS and WINGS Express
- Test and evaluation scanning
- Online training tutorials through Atomic Learning
- Electronic classroom support
- Student support for Pilot
- Interactive video-based distance learning (IVDL)
- Delivery of audio, video and computer equipment to registrar scheduled on-campus classrooms

## Telecommunications

- Phones and voicemail
- Long distance and calling cards
- Teleconferences
- Faxing

### CaTS Help Desk

(937) 775-4827 or 1-888-775-4827  
helpdesk@wright.edu  
www.wright.edu/information-technology/  
@WrightStateIT 

### Help Desk Locations

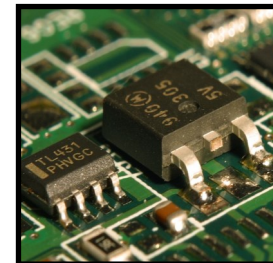
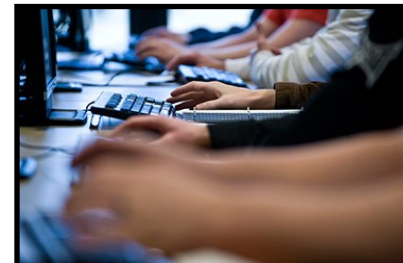
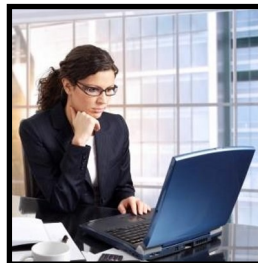
025 Library Annex (main office)  
2nd Floor Dunbar Library

## Research Support


- Software licensing for research tools such as SPSS, Stata, and Mathematica
- Banner Finance Self Service support for grant expenditures and budget management

## Other Support Services

- Hardware and software purchase advising; volume licensing
- Network installations and troubleshooting
- Wireless networking
- Tours and orientations for prospective and new faculty
- WINGS — the university web portal
- Technology support via phone, email, or face-to-face
- Support for security issues, such as viruses and email scams
- Checkout or delivery of audio, video, and computer equipment
- Online training tutorials through Atomic Learning and CaTS' website



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www.wright.edu/information-technology/  
@WrightStateIT 

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