

## Have you attended a faculty LiveText training session yet?

If you are teaching a class that requires students to submit their assessment via LiveText, you should attend LiveText training. There are three different types of LiveText faculty users and two training workshops. The training covers tasks for each type of user.

Evaluator - review assessments and return them to students and learn how to create and print a report in LiveText based on your students' assessment data

Creator - create rubrics, courses and other documents in LiveText (The Evaluator training is the prerequisite to the Creator training.)

All sessions are in 205E Bonisteel Lab/Porter Building unless otherwise indicated.

Training Session	Date	Time
<b>April, 2008</b>		
Evaluator/Reporter	Fri, Apr 4, 08	11a-1p
Creator	Thu, Apr 17, 08	4p-6p
Evaluator/Reporter	Fri, Apr 25, 08	11a-1p
<b>May, 2008</b>		
Evaluator/Reporter	Thu, May 8, 08	4p-6p
Evaluator/Reporter	Fri, May 23, 08	11p-1p
<b>June, 2008</b>		
Evaluator/Reporter	Fri, Jun 6, 08	Correction: 11-1p
Evaluator/Reporter	Thu, Jun 12, 08	4p-6p
Creator	Thu, Jun 19, 08	4p-6p
<b>July, 2008</b>		
Evaluator/Reporter	Thu, Jul 3, 08	4p-6p
Evaluator/Reporter	Fri, Jul 18, 08	9-11a
<b>August, 2008</b>		
Evaluator/Reporter	Fri, Aug 8 2008	9-11a
Creator	Thu, Aug 28, 08	4p-6p

To **register** for a training session,

- Go to <http://ict.emich.edu/training>
- On the left side of the screen click Calendars and then click LiveText. (the current month's schedule displays)
- Next, click on the title of the training session that you want to attend (to go to another month click View Next Month)
- Lastly, scroll down and click Register Now

*NOTE:* If you want to attend a LiveText training session and cannot attend one of the scheduled dates, please contact Toni Stokes Jones, Ph.D. - [tjones1@emich.edu](mailto:tjones1@emich.edu)