Associated Colleges of the South

Mellon Pilot Project in Classics
June 10 – 15, 1996

Agenda

Our group will be relatively small, and participants will come to the workshop with varying levels of experience with using computers. Consequently, this preliminary agenda represents an attempt to create a program that will both meet the needs of the beginning users and provide the more advanced users with opportunities to expand their familiarity with a number of applications and begin working on the projects.

Our focus will be on using the internet. More specifically, we will work with those applications that we can use to create and use information on the World Wide Web. After devoting the morning of the first day to a general overview of the project, we will divide into smaller groups, which will focus on various aspects of publishing information on the Web. Participants will be free to move from group to group depending on their interests and needs, and we are more than willing to accommodate the wishes of the group as they evolve after we begin work.

Naturally, we have scripted the first two days of the conference in greater detail than subsequent days. This is meant to provide the group with as much flexibility as possible. You should view the entire schedule, including the first two days, as strictly tentative. If you have any comments or suggestions, please feel free to share them by sending e-mail to morrell@rhodes.edu. Until we establish our own on-line discussion group, I will serve as a moderator for your contributions.

Monday, June 10

7:00–7:45 a.m. Breakfast in the refectory

8:00–9:30 a.m. <u>First Session</u>: Buckman 204

    Overview of the Project

> This first session will feature a discussion about the project in general with an emphasis on a number of pedagogical issues that we should keep in mind as we start working on the archive and begin considering ways of collaborating over the internet.

9:30–10:00 a.m. Coffee Break

> We have included sufficient funds in the budget to provide for most of the usual mid-morning and mid-afternoon nutritional needs (coffee, tea, soft drinks, snacks). We invite members of the group to specify what their particular needs or wishes are.

10:00–11:30 p.m. <u>Second Session</u>: Buckman 204

    Technical Overview

> During the second session in the morning, we will shift our focus to a number of technical matters, including an overview of how the internet and WWW work. Also included in this discussion will be an brief introduction to servers and databases.

11:30–1:00 p.m. Lunch in the Bell Room of the refectory

1:00–2:30 p.m. <u>Third Session:</u> Buckman 214

> In the afternoon of the first day, we will divide into groups with the following objectives.

• Site Design. Those who are familiar with the basic aspects of publishing on the Web will meet to begin designing the web site for the project. We envision this site as a complement to sites and pages that members of the project have developed at their own institutions. This site will hopefully become a nexus for interaction among faculty members and students not only at the participating institutions of the ACS but at institutions throughout the United States and abroad. Their first responsibility will be to begin drafting a preliminary statement of purpose and policy for the site.

• Image Processing. Those who know the basics of HTML but have not had a chance to work with graphics, will meet to learn about various image formats, graphics applications (Adobe Photoshop), and scanning images from 35mm slides and photographs. We will also discuss parameters for the database.

• HTML. Those who are confident users of word processing applications and e-mail but who have not had a chance to learn about HTML and publishing information on the Web, will begin an intensive, six session course on HTML. The first two sessions will cover the basic elements for marking and formatting textual information. Participants will begin formatting their own materials for publishing on the web.

2:30–3:00 p.m.	Coffee Break
3:00–4:00 p.m.	Fourth Session: Buckman 214

• Site Design (continued)

• Image Processing (continued)

• HTML (continued)

4:00–4:30 p.m.   Review & Planning: Buckman 204

We will devote the last thirty minutes of each day to a review of our work. This will give each group an opportunity to report on what they have accomplished and pose questions or raise issues of wider interest. This final session will also give us a chance to preview what we intend to achieve the next day and outline any specific tasks the groups need to undertake as part of the overall project.

4:30–6:00 p.m.   Special opening dinner. We will provide further details upon your arrival in Memphis.

After 6:00 p.m.   Our group will have access to the laboratory space in Buckman 212 and 204 twenty-four hours a day. We will occasionally meet in the evenings to discuss avenues of collaboration or topics of general interest. Participants are welcome to propose and organize activities for the evening as well as return to the lab.

Tuesday, June 11

7:00–7:45 a.m.	Breakfast in the refectory
8:00–9:30 a.m.	First Session: Buckman 214

 Before beginning the work for the day, we will take a few minutes to coordinate our work.

• Site Design (continued)

• Image Processing (continued)

• HTML (continued). This session will focus on linking textual information with URL's.

9:30–10:00 a.m.	Coffee Break
10:00–11:30 p.m.	Second Session: Buckman 214

• Site Design (continued)

• Digital Audio Processing.   The group will shift its attention to digital audio, reviewing aspects of the digitizing process, formats for audio files, and various options for accessing audio information over the Web, including, for example, Progressive Network's RealAudio.

• HTML (continued).   This group will begin working with embedded images.

11:30–1:00 p.m.	Lunch in the Bell Room of the refectory
1:00–2:30 p.m.	Third Session: Buckman 214

• Advanced Web Publishing. We anticipate that the design group will be well along in creating the basic framework of the web site and will be interested in spending some of their time experimenting with emerging technologies such as Java and VRML.

• OCR Scanning. Unfortunately, not all textual sources are available to us in electronic formats. Consequently, we will take some time in the afternoon to discuss the process of scanning documents.

• HTML (continued). During the last two sessions, we will address more advanced features of web-based materials such as tables, forms, and frames.

2:30–3:00 p.m.	Coffee Break
3:00–4:00 p.m.	Fourth Session: Buckman 214

• Advanced Web Publishing (continued)

• PDF Files. The final element of the sessions on graphics will focus on means of providing access to documents that go beyond the formatting capabilities of HTML. We will look specifically at Adobe Acrobat and PDF (Portable Document Format) files.

• HTML (continued)

4:00–4:30 p.m.	Review & Planning: Buckman 204
4:30–6:00 p.m.	Dinner in the Alburty Room of the refectory

Wednesday, June 12

7:00–7:45 a.m.	Breakfast in the refectory
8:00–9:30 a.m.	<u>First Session</u>: Buckman 214

[Optional]. After six sessions working on various aspects of web-based publishing, we will leave the first three sessions on Wednesday open to address needs or requests that have developed during the first two days. If we fall behind during the first two days or want to take more time to cover certain features, we can use the time on Wednesday accordingly. If we want to move ahead, we can, for example, look at other advanced HTML elements. Participants may also want to take this time to work on their own materials or form collaborative partnerships among the groups to build particular components of the web site.

9:30–10:00 a.m.	Coffee Break
10:00–11:30 p.m.	<u>Second Session</u>: Buckman 214

[Optional (continued)]

11:30–1:00 p.m.	Lunch in the Bell Room of the refectory
1:00–2:30 p.m.	<u>Third Session</u>: Buckman 214

[Optional (continued)]

2:30–3:00 p.m.	Coffee Break
3:00–4:00 p.m.	<u>Fourth Session</u>: Buckman 214

• Videoconferencing. During the final session on Wednesday we will turn to real-time audio and video transmission over the internet.

4:00–4:30 p.m.	<u>Review & Planning</u>: Buckman 204
4:30–6:00 p.m.	Dinner in the Alburty Room of the refectory

Thursday, June 13

7:00–7:45 a.m.	Breakfast in the refectory
8:00–9:30 a.m.	First Session: Buckman 204

• Information technology. In preparation for our work on collaborative projects, we will revisit some of the pedagogical issues we discussed earlier in the week. Our discussion will focus on areas where we want to proceed and how the web site can further support our initiative.

9:30–10:00 a.m.	Coffee Break
10:00–11:30 p.m.	Second Session: Buckman 214

• Collaborative Course Design. We will discuss various models of collaborative course design and participate in an on-line video conference with Michael Arnush from Skidmore, who offered a collaborative course over the internet on Athenian Democracy with Suzanne Bonefas.

11:30–1:00 p.m.	Lunch in the Bell Room of the refectory
1:00–2:30 p.m.	Third Session: Buckman 214

• Online Interaction. In the afternoon, we will begin exploring the capabilities of applications designed to allow users to interact with each other over the internet. Our main focus will be on MOO's.

2:30–3:00 p.m.	Coffee Break
3:00–4:00 p.m.	Fourth Session: Buckman 214

• Online Interaction (continued). Building Objects in MOO's

4:00–4:30 p.m.	Review & Planning: Buckman 204
4:30–6:00 p.m.	Dinner in the Alburty Room of the refectory

Friday, June 14

7:00–7:45 a.m.	Breakfast in the refectory
8:00–9:30 a.m.	First Session: Buckman 214

     • Collaborative Course Design. For the next six sessions, we will work on designing and building collaobrative course materials and courses.

9:30–10:00 a.m.	Coffee Break
10:00–11:30 p.m.	Second Session: Buckman 214

     • Collaborative Course Design (continued)

11:30–1:00 p.m.	Lunch in the Bell Room of the refectory
1:00–2:30 p.m.	Third Session: Buckman 214

     • Collaborative Course Design (continued)

2:30–3:00 p.m.	Coffee Break
3:00–4:00 p.m.	Fourth Session: Buckman 214

     • Collaborative Course Design (continued)

4:00–4:30 p.m.	Review & Planning: Buckman 204
4:30–6:00 p.m.	Dinner in the Alburty Room of the refectory

Saturday, June 15

7:00–7:45 a.m.	Breakfast in the refectory
8:00–9:30 a.m.	<u>First Session</u>: Buckman 214

• Collaborative Course Design (continued)

9:30–10:00 a.m.	Coffee Break
10:00–11:30 p.m.	<u>Second Session</u>: Buckman 214

• Collaborative Course Design (continued)

11:30–1:00 p.m.	Lunch in the Bell Room of the refectory
1:00–2:30 p.m.	<u>Third Session:</u> Buckman 204

• Evaluation Strategies. During the afternoon of the last day of the workshop, we will turn our attention to a number of administrative issues, including a discussion on various evaluation strategies we might consider for the coming academic year.

2:30–3:00 p.m.	Coffee Break
3:00–4:30 p.m.	<u>Fourth Session:</u> Buckman 204

• Planning. We will devote the finally session of the workshop to addressing the issues of site management and technical support.

• Workshop Evaluation. Finally, we will need to take a critical look at the successes and failures of the workshop itself and make tentative plans for next summer.

4:30–8:00 p.m.	We will hold a special "farewell" dinner (and hopefully celebration). Details will be forthcoming.