Spring Grade Time Fast Approaching! Reminders on Accessing OASIS

To access OASIS, you must first login to myIPFW with your assigned IPFW network account username and password (same as your IPFW e-mail username and password). If you do not know your IPFW network account password, you will need to go to the ITS Help Desk as soon as possible in Kettler 206 with picture ID. You must be able to login to myIPFW to enter final grades in OASIS. Any delay in seeking assistance with your IPFW network account could prevent you from submitting final grades on time. When you click on OASIS via the myIPFW, portal you will automatically be logged in to your OASIS.

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WebCT and Daylight Saving Time

By Mandi Witkovsky

If you use any of the time-based tools in WebCT, you have probably been affected by the switch to Daylight Saving Time. When system administrators in West Lafayette (where WebCT is housed) switched their server time zones to observe Daylight Saving, all tools that have a time setting were changed to one hour later than originally selected. For example, a quiz that originally closed at 6 p.m. would now have a close time of 7 p.m.

Having a region change its time zone is a unique situation and unfortunately most computer systems and software were not programmed to handle such an occurrence. WebCT is no exception. Times in WebCT are recorded in Universal Time (UTC) and then displayed back according to which time zone you are in. In our case, this was UTC-5. So when you create an Assignment that is due at 8 a.m., the time is hard-coded into your assignment as 13:00 UTC. Because Indiana never observed DST, our times were always UTC-5. Now that we are observing DST, from Apr. 2 to Oct. 29 our time conversion is UTC-5 and from Apr. 2 to Oct. 29 the conversion is UTC-4. So all timed items in WebCT occurring between Apr. 2 and Oct. 29 are being converted to UTC-4, which is an hour later than originally intended.

West Lafayette and the regional campuses had lengthy discussions about how to proceed once the problem was identified. It was decided that the least disruptive solution would be to have instructors either leave their time settings off by one hour or manually change the times in their courses.

This may not sound like the best option to instructors but the alternatives were worse. One option was to set the servers back to Indiana East and have the time be an hour off half the year. This is not a good solution for obvious reasons. Another other possible solution was to have WebCT write a script that would adjust the affected times accordingly. The problems with this were twofold. First, the script would have taken 1-3 weeks to write, test thoroughly and apply to the production servers. Second, many instructors had already changed their times manually and there was no guarantee that the script would not have changed these as well. Because of these factors, it was decided to leave the settings as they were.

If you have items in your WebCT course that are time-based, we are recommending that you leave them as they are when possible. The impact is that components will start and end an hour later than before. Simply notifying your students of this change may be the easiest course of action.

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Get Ready For **GroupWise 7 WebAccess**

By Han Fei and Mandi Witkovsky

Take notice: the brand new GroupWise 7 WebAccess is coming to IPFW! Slated to go live later this month, the WebAccess will surely bring increased productivity to the faculty and staff members on campus. **Please note: the transition to the new version will necessitate a 4-hour temporary halt of GroupWise service starting 9:00 pm, April 24th.**

The new GroupWise 7 WebAccess is a far cry from the current version, not only in its look, but also in its functionality. The moment you log into your GroupWise 7 WebAccess account, you are greeted by a pleasant shade of blue, like a soothing, calm wave of ocean breeze, quite a nice change of scene from the mostly grey tone of its predecessor. The major functions such as Mailbox, and Calendar are conveniently accessible from the designated tabs, with all the relevant task options clearly in plain view. You will soon forget you are working on a WebAccess interface.

However, it is when you start using the GroupWise 7 WebAccess that you will feel its true versatility. Not only does the GroupWise 7 WebAccess bear close resemblance in appearance to its corresponding campus interface, it indeed has almost ALL the functions of the latter, thanks to the new features.

- Drag and drop support for items within WebAccess
- Support for right-clicking items
- Work in progress folder
- Multilanguage support
- A “find” function to locate messages easily
- Name completion when addressing message (IE only)

In a word, GroupWise 7 WebAccess is pleasant to look at, easy to move around in, friendly to work with, and surely can get things done! Get ready to enjoy the full power of the GroupWise 7 WebAccess!

Once WebAccess is implemented, IT Services can begin testing the new campus interface of GroupWise 7 which is projected to go-live over the summer.

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If you do need to adjust times back to their original settings, you will need to open each item occurring after Apr. 2, adjust the time and save your changes. The affected tools are the Calendar, Announcements, Chat and Whiteboard, Assessments, Assignments and Selective Release.

Since the semester is nearing its close, this may not involve changing much in your courses. However, if you reuse your WebCT content each semester, you will need to keep the time settings in mind when you recycle your content for future semesters. Of course you will always need to change the dates when you recycle course material so this is something you would have needed to do anyway.

If you need help changing your WebCT tool settings, contact the IT Services Help Desk at 481-6030 or helpdesk@ipfw.edu. They can initiate a work order and get you up and running in no time!
**April & May Short Courses**

Adobe PDFs & Forms  
*Friday, 04/28/06, 10:00 a.m. - noon*

Macromedia Dreamweaver 8 Basics  
*Tuesday, 05/09/06, 10:00 a.m. - noon*

Macromedia Dreamweaver Layers & CSS  
*Thursday, 05/25/06, 10:00 a.m. - noon*

MS Access Basics  
*Thursday, 05/11/06, 2:00 - 3:30 p.m.*  
*Tuesday, 05/23/06, 9:00 - 10:30 a.m.*

MS Excel Basics  
*Wednesday, 05/17/06, 9:00 - 11:00 a.m.*

MS PowerPoint  
*Friday, 04/21/06, 9:00 - 11:00 a.m.*  
*Wednesday, 05/24/06, 9:00 - 11:00 a.m.*

MS Publisher Essentials  
*Friday, 05/19/06, 10:00 a.m. - noon*  
*Wednesday, 06/14/06, 1:30 - 3:30 p.m.*

MS Word Essentials  
*Wednesday, 04/26/06, 9:00 a.m. - noon*  
*Thursday, 05/18/06, 9:00 a.m. - noon*

MS Word Mail Merge  
*Tuesday, 04/25/06, 10:00 a.m. - noon*  
*Wednesday, 05/31/06, 10:00 a.m. - noon*

Novell GroupWise Calendars & Proxy Rights  
*Thursday, 05/11/06, 10:00 - 11:30 a.m.*  
*Friday, 06/09/06, 10:00 - 11:30 a.m.*

Short Courses are taught in Kettler Hall 205-B  
Register at: [http://www.its.ipfw.edu/training/](http://www.its.ipfw.edu/training/)

**Your Comments or Questions**

This comment came from an IPFW student: *I would like to thank any and all involved or responsible for the updated wireless. A night and day difference is apparent and the new system is a piece of cake compared to the previous.*

**Corrections**

In the March-April issue of INFOShare, a story on page 3 gave the incorrect URL for the myipfw portal. It should have been, [http://my.ipfw.edu](http://my.ipfw.edu).

**Calling All Mac Users**

We are updating our Mac users listserv for IPFW faculty and staff using Macs on campus. We recently sent an announcement to this listserv about changing your Mac to daylight savings time. If you did not receive this announcement and are a Mac user, please send an e-mail to Cyndy Elick at elick@ipfw.edu and she can add you to the list or you can subscribe yourself by sending the following command:

```text
listserv@listserv.ipfw.edu
sub macusers-l lastname firstname
```

(OASIS Continued from page 1)

account. If you change your OASIS PIN, it can take 24 hours before this automatic logon will work. However, you can manually enter your account ID and PIN on the OASIS login screen that will appear after the initial failed login. Prior to the grade deadline, take a couple of minutes to verify that you can successfully access your myIPFW and OASIS account. ✴