

September 2017

Thursday, 9/21

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Thursday, 9/21 ***FULL***

2:00 p.m. – 4:00 p.m.

[Delivering Dynamic Presentations:](#)

[Session 1](#)

SRC 3014

Gina Wheatley

Friday, 9/22

10:00 a.m. – 11:00 a.m.

[NEO Refresher: COD Library/](#)

[Learning Commons Tour](#)

BIC 1A03

Jennifer McIntosh, Angel Nance

**walk-in session*

Friday, 9/22

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Monday, 9/25

3:30 p.m. – 4:20 p.m.

[Arguments & Evidence: Researching](#)

[Current Events & Controversial Topics](#)

SRC 3104

Jennifer Kelley

**[Library registration](#)*

Tuesday, 9/26

8:30 a.m. – 3:30 p.m.

[New Employee Orientation](#)

SRC 2032

Gina Wheatley

**by invitation*

Tuesday, 9/26

2:30 p.m. – 3:15 p.m.

[Future of Research Part 1:](#)

[No Paper Necessary-](#)

[Incorporating Research into Courses](#)

SRC 3114

Laura Burt-Nicholas, Debra Smith

**[Library registration](#)*

Wednesday, 9/27 – 10/13

online

[Intro to Instructional Video](#)

COMPTR-0595-NET01

Min Pan

Thursday, 9/28

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Thursday, 9/28 ***FULL***

2:00 p.m. – 4:00 p.m.

[Delivering Dynamic Presentations:](#)

[Session 2](#)

SRC 3014

Gina Wheatley

Friday, 9/29

8:30 a.m. – 11:30 a.m.

[Onboarding](#)

TANDL-0619-002

TLC Computer Lab (SRC 1105)

Gina Wheatley

Friday, 9/29

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

October 2017

Monday, 10/2

2:00 p.m. – 3:00 p.m.

[Microsoft Excel Essentials](#)

COMPTR-0543-001

SRC 2030

Mike Mohring, Ken Wong

Wednesday, 10/4

12:00 p.m. – 1:00 p.m.

[Your Digital Tattoo](#)

SRC 3114

Colin Koteles

**[Library registration](#)*

Wednesday, 10/4

12:30 p.m. – 2:00 p.m.

[Chasing Citations! Paying Attention](#)

[to Other People's Sources](#)

SRC 3104

Jason Ertz

**[Library registration](#)*

Wednesday, 10/4

1:00 p.m. – 2:30 p.m.

[Article Review and Discussion:](#)

[A Balancing Act](#)

SRC 2032

David Swope

**walk-in session*

Thursday, 10/5

2:00 p.m. – 3:00 p.m.

[Ask an Expert: Microsoft Excel](#)

SRC 2030

Mike Mohring, Ken Wong

**walk-in session*

Friday, 10/6

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Wednesday, 10/11

12:00 p.m. – 1:00 p.m.

[Build Your Own Website](#)

SRC 3114

Colin Koteles

**[Library registration](#)*

Friday, 10/13

8:30 a.m. – 11:30 a.m.

[Onboarding](#)

TANDL-0619-003

TLC Computer Lab (SRC 1105)

Gina Wheatley

Monday, 10/16 – 11/17

online

[Foundations of Online Teaching](#)

Harbert Jones

**contact the TLC to register*

Wednesday, 10/4 ***FULL***

2:00 p.m. – 3:30 p.m.

[Exploring Leadership](#)

BIC 2430A

Gina Wheatley

Thursday, 10/5

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Monday, 10/9

1:00 p.m. – 2:00 p.m.

[Using Statista to Find Expert, Quality Data](#)

SRC 3104

Dan Blewett

**[Library registration](#)*

Thursday, 10/12 ***FULL***

2:00 p.m. – 4:00 p.m.

[Delivering Dynamic Presentations:](#)

[Session 4](#)

SRC 3014

Gina Wheatley

Friday, 10/13

1:00 p.m. – 3:30 p.m.

[Foundations of Interviewing](#)

TANDL-0616-002

BIC 1A03

Michelle Olsen-Rzeminski

Tuesday, 10/17

2:30 p.m. – 4:30 p.m.

[Curriculum and Centralized Scheduling](#)

[Open House](#)

BIC 3B13

**all employees welcome*

Thursday, 10/5 ***FULL***

2:00 p.m. – 4:00 p.m.

[Delivering Dynamic Presentations:](#)

[Session 3](#)

SRC 3014

Gina Wheatley

Friday, 10/6

11:00 a.m. – 12:00 p.m.

[NEO Refresher: Title IX/VAWA/Clery](#)

BIC 1A03

Mia Igyarto, Sue Jerak

**walk-in session*

Wednesday, 10/11

11:00 a.m. – 12:00 p.m.

[Discover & Develop:](#)

[Organizing Your Work Day \(Email\)](#)

SRC 3014

Gina Wheatley

**walk-in session*

Thursday, 10/12

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Friday, 10/13

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Wednesday, 10/18

10:00 a.m. – 10:50 a.m.

[Save Your Sources, Save Your Sanity!](#)

[Using Zotero to Manage Your Citations](#)

SRC 3104

Ken Orenic

**Library registration*

Wednesday, 10/18

1:00 p.m. – 2:30 p.m.

[Panel Presentation and Discussion](#)

SRC 2032

David Swope

**walk-in session*

Thursday, 10/19

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Tuesday, 10/24

9:00 a.m. – 11:00 a.m.

[Service Excellence Module 2:](#)

[Exploring Service Excellence](#)

SVCEX-0501-001

SRC 2032

Steve Beck

Wednesday, 10/25

2:30 p.m. – 4:00 p.m.

[College Smart: How to Succeed in](#)

[College Using the Science of Learning](#)

BIC 3559

Nicholas Soderstrom

**walk-in session*

Friday, 10/27

8:30 a.m. – 11:30 p.m.

[Onboarding](#)

TANDL-0619-004

TLC Computer Lab (SRC 1105)

Gina Wheatley

Friday, 10/27

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Thursday, 10/19

10:00 a.m. – 11:30 a.m.

[Concur Training: Out-of-Pocket](#)

[Expense Reimbursement](#)

TANDL-0615-005

SRC 2030

Jill Mosher, Cassandra Prayer

Thursday, 10/19

2:00 p.m. – 4:00 p.m.

[Safe Zone Training \(Part I\)](#)

DVRST-0500-001

BIC 1437

Leah Cameron, Mike Duggan,

Dennis Emano, Sarah Pender-Bey,

Dana Thompson

Tuesday, 10/24

2:30 p.m. – 3:15 p.m.

[Future of Research Part 2.](#)

[No Paper Necessary:](#)

[Incorporating Library Resources](#)

SRC 3114

Laura Burt-Nicholas, Debra Smith

**[Library registration](#)*

Thursday, 10/26

2:00 p.m. – 2:45 p.m.

[Find a Doctor or Medical Facility](#)

WELLN-0522-001

SRC 3104

Debra Smith

Friday, 10/27

11:00 a.m. – 12:00 p.m.

[NEO Refresher: IT Security](#)

BIC 1A03

Keith Conlee

**walk-in session*

Monday, 10/30

2:00 p.m. – 3:30 p.m.

[Guest Speaker: Dr. Eddie Moore, Jr.](#)

SRC 2000

Presented by the [Center for](#)

[Student Diversity and Inclusion](#)

**walk-in session*

Thursday, 10/19 ***FULL***

2:00 p.m. – 4:00 p.m.

[Delivering Dynamic Presentations:](#)

[Session 5](#)

SRC 3014

Gina Wheatley

Friday, 10/20

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Wednesday, 10/25

12:00 p.m. – 1:00 p.m.

[Browsing with Impunity:](#)

[Safe, Secure, Private](#)

SRC 3114

Colin Koteles

**[Library registration](#)*

Thursday, 10/26

2:00 p.m. – 3:30 p.m.

[Basic Advising Skills](#)

SRC 3030

Arne Anderson, Dana Thompson

Friday, 10/27

1:00 p.m. – 4:00 p.m.

[CPR/AED Training](#)

SAFTY-0519-003

HEC 2018

Tim Capua

myACCESS Registration Key

DVRST	TLC – Diversity
GENL	TLC – General
* LEADR	TLC – Leadership
SAFTY	TLC – Safety Training
SVCEX	TLC – Service Excellence
SUPRV	TLC – Supervisory Training
TANDL	TLC – Teaching & Learning
COMPTR	TLC – Technology Courses
WELLN	TLC – Wellness

**LEADR courses are for Administrators,
Managers, and Supervisors*

CONTACT INFORMATION

Teaching and Learning Center
Student Resource Center (SRC)
Room 1105 and 1107
(630) 942-3805
tlc@cod.edu

****Register Today – Term TLC 2018****

TLC courses are available for self-registration in [myACCESS](#).

To register for a session you wish to participate in, follow the steps in this [job aid](#). If you are having difficulty registering, please contact the TLC by email at tlc@cod.edu, by phone at x3805, or stop by the TLC Lab (SRC 1105) Monday - Friday from 7:00 a.m. – 5:00 p.m.