



New “Quick Start with Qualtrics” Tool

FormManager is fading into the sunset (see article at right), with shutdown scheduled for August 2014. Survey products such as SurveyMonkey and Survey Gizmo provide limited features, at a high cost per account. To address the need for high-quality survey software, the college and division IT managers, in collaboration with Computer Services & Telecommunications and the Technology Product Center, have negotiated a UCF license for Qualtrics (<https://qualtrics.com/>), a leading collaborative survey and form management system.

Qualtrics provides:

- an intuitive dashboard layout that makes navigating quick and easy
- more than 100 different question types
- customizable skins with multiple built-in templates and available CSS input
- multiple survey and form distribution methods, including email, social media, and embedded web page content
- built-in real-time reporting, enabling the ability to view data within Qualtrics or export the data in multiple data types including Word, Excel, PowerPoint and PDF; reports can be produced with just a few clicks
- easy sign-on using your UCF credentials

For those interested in using Qualtrics, online help videos are readily available:

- <http://qualtrics.com/university/researchsuite/>
- <http://www.youtube.com/user/QualtricsUniversity>

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FormManager to Be Decommissioned

FormManager was created in the late 1990s by Course Development & Web Services (now the Center for Distributed Learning); however, the software tools on which FormManager is based are no longer supported by the vendor and it would be too costly to re-build FormManager using current-generation software. Now that Qualtrics is available to the university, Form Manager (FM) service will be decommissioned during the term break beginning August 7, 2014.

All users are urged to migrate any FormManager surveys to Qualtrics or another platform. Users should also take steps to retrieve and archive any needed data collected by their FM applications. After Aug. 7, this information will no longer be available. If you need help in archiving your historical data, please contact onlinesupport@ucf.edu for information.

Project Information Literacy

The University of Central Florida is one of ten U.S. universities participating in the Project Information Literacy Lifelong Learning Study, which began in December 2013. Project Information Literacy (PIL), a public nonprofit organization, works in partnership with the University of Washington Information School. PIL researchers have conducted several prior studies that focused on college students' information seeking strategies and information use in the digital age. The study includes participating universities located in “Smart Cities,” which were identified as some of the fastest growing areas with recent college graduates. Researchers are



investigating “how recent college graduates find, evaluate and use information for lifelong learning once they leave campus, particularly in areas such as staying competitive in the workforce, engaging in civic affairs and personal development.”

In May, the PIL team will begin preliminary phone interviews with recent graduates (2005-2012). This will be part of phase one of the project. The team is also conducting a large-scale, cross-disciplinary literature review of lifelong learning in order to identify and analyze prior research on the relationship between lifelong learning and access to information.

Qualtrics -continued from page 1-

If you are interested in using Qualtrics, or would like more information, please contact the Qualtrics administrator in your area (see list below). If your college or division is not listed, please contact JP Peters, IT manager in the College of Sciences, jp@ucf.edu, or Parker Snelson at the Technology Product Center, parker.snelson@ucf.edu, to learn more.

Qualtrics contacts:

- AFIA - Adiaak Gavarrete, Israel Garcia
- Burnett Honors College - Michael Callahan
- College of Arts and Humanities - Rudy McDaniel, Bryce Jackson
- College of Business Administration - Richard Caldwell
- College of Education and Human Performance - Larry Jaffe, Kelly Hogan
- College of Engineering and Computer Science - Denise Tjon, Ket Tjong
- College of Graduate Studies - Brian Graham
- College of Health and Public Affairs - Jason Nagin
- College of Medicine - Basma Selim
- College of Nursing - Deaw Jayanama
- College of Sciences - JP Peters
- Information Technologies and Resources - Karen Cobbs
- Regional Campuses/Continuing Education - Aaron Misiano
- Rosen College of Hospitality Management - Fred Okumu
- Student Development and Enrollment Services - Rachel Harkness
- Undergraduate Studies - Brian Strickland



Online help videos at <http://qualtrics.com/university/researchsuite>

Check Out the Libraries' Research Guides

UCF subject librarians create customized research guides to help students locate the most appropriate books, journal articles, government documents and websites for their research projects.

Research guides have been produced on broad subject categories (e.g., arts and humanities; business; citation help; education; engineering; Florida; government; health, medicine, and nursing; hospitality management; international and multicultural; library services; public affairs and law; sciences; and social sciences), or on special topics (e.g., ecotourism, musical theatre, natural disasters, top movies), and for particular UCF courses or assignments (e.g., ENC 3311 - Expository Writing, AMH 2010 - U.S. History, EUH 3122 - Medieval Society and Civilization, MAN 4720 - Industry Analysis Assignment).

Library Research Guides are available at <http://guides.ucf.edu/homepage>, or by navigating to the UCF Libraries' homepage at <http://library.ucf.edu> and clicking on the "Research Guides" link. UCF subject librarians (<http://library.ucf.edu/SubjectLibrarians/>) and the Research and Information Services Department (<http://library.ucf.edu/Reference/>) will gladly assist you in finding and using high-quality, relevant information.

2013-14

Technology Fee Awards Announced

The fifth round of Technology Fee proposal reviews was completed in December, with the Technology Fee Committee approving funding for the following projects. We are grateful to the committee members for their time and effort in support of this year's RFP reviews.

For academic year 2013-2014:

- 77 proposals were submitted (14 Infrastructure, 59 Student-Facing, 4 Faculty-Facing), requesting a total of \$15,250,407
- 38 proposals were funded (13 Infrastructure, 23 Student-Facing, 2 Faculty-Facing), with a total value of \$9,148,271

2013-2014 Technology Fee award recipients are:

- Academic Affairs - \$96,993
- College of Arts and Humanities - \$582,155
- College of Engineering and Computer Science - \$585,496
- College of Education and Human Performance - \$334,122
- College of Graduate Studies - \$3,346
- College of Health and Public Affairs - \$441,518
- College of Sciences - \$2,175,357
- College of Medicine - \$103,045
- Information Technologies and Resources - \$3,644,915
- Regional Campuses - \$643,090
- Rosen College of Hospitality Management - \$503,879
- Student Development and Enrollment Services - \$34,355

For a complete list of 2013-2014 and prior year Technology Fee projects funded, please visit <http://itr.ucf.edu/TechFee/index.asp>.

CDL Introduces New Webcourses@UCF Integrations

The Center for Distributed Learning is pleased to announce the release of several tools that can be easily integrated into Canvas courses:

- Action icons: add popular action icons (e.g., Read This, Do This, Quiz, etc.) in your course pages with a single click
- Engage embed: embed Engage videos (<http://video.ucf.edu>) in your course pages
- OneSearch Lite: search and embed full-text articles from UCF's library databases in your online course

These integrations can be found under the Webcourses pages editor menu bar.

Another well-received integration is Class Photos. With this integration, faculty members can view and print class photo rosters for each Canvas course they are teaching (available in Webcourses user settings).

More information and user guides are available at:

<http://teach.ucf.edu/resources/intro-webcoursesucf/webcoursesucf-integrations/>

Central Exchange Archiving Coming to Shared Services

As employees, we are all required to retain certain printed and electronic documents according to Florida's public record laws and UCF Policy 2-100.4 (<http://policies.ucf.edu/documents/2-100.4FLPublicRecordsActFinalonLetterhead.pdf>). Historically, UCF email users have been required to maintain their message archives on their workstations or perhaps a departmental or college server. As most readers know, this procedure has not been very user friendly.

Beginning in March 2014, the UCF Shared Services Center, operated by Computer Services & Telecommunications (CS&T), will offer shared services customers centrally-managed email archiving at no additional cost. Central archiving will be turned on upon request for individual users of departments and colleges whose technical infrastructure has migrated to the Shared Services Center and that have signed service level agreements (SLAs) in place. Employees in these units should contact their local IT support team who, in turn, will file a request with the CS&T Service Desk.

Central email archiving brings the following benefits to shared services customers:

- long-term retention (up to seven years)
- anywhere access to archives (available through the Windows Outlook 2010/2013 client or Outlook Web App)
- no end-user storage costs (the Shared Services Center is providing the storage)
- improved security (Email and archives are stored on central UCF servers and maintained by the UCF enterprise messaging team)
- high availability (The Shared Services Center has redundant power, servers, and storage)
- failover and disaster recovery; messages will be replicated offsite (in progress — November 2014 completion)

For additional information on migrating to central Exchange Archiving, please visit:

<https://publishing.ucf.edu/sites/itr/cst/Pages/home.aspx>

UCF Libraries to Purchase SAGE Collections

The UCF Libraries are currently acquiring SAGE Research Methods and SAGE Knowledge, which will provide UCF students and faculty members with all features of the research methods collection and more than 2,500 e-book titles, including scholarly monographs, reference works, handbooks, series, professional development titles, dictionaries, encyclopedias, the entire Little Green Book (quantitative research) and Little Blue Book (qualitative research) series, newly commissioned videos, and other major works.

With SAGE Research Methods, faculty members and students can explore methods and concepts to help them design research projects, understand particular research methods, conduct research, and report their findings. Since SAGE Research Methods focuses on methodology rather than disciplines, it can be used across various subject areas in the social sciences, health sciences, and more.

With SAGE Knowledge, UCF Libraries will have perpetual rights to 2,500 scholarly monographs in the social sciences in the following subject areas:

- Business and Management
- Counseling
- Criminology
- Education
- Geography
- Health and Social Care
- Media and Communication
- Politics and International Relations
- Psychology
- Sociology

The UCF Libraries previously subscribed to the SAGE Premier journal package, which is also available.

System Center Configuration Manager Brings Greater Efficiency

System Center Configuration Manager (SCCM) is a Microsoft software product that allows IT staff to more efficiently manage large populations of Windows, Mac, or Linux computers; and various brands of smartphones. SCCM, which went into production on July 1, enables campus IT staff to much more efficiently distribute software, install updates, and inventory hardware and software. At present, 17 campus groups are using SCCM to more effectively manage 3,359 computers.

SCCM features in use include:

- Managed antivirus deployment
- Checking devices for compliance
- Application and updates deployment
- Operating system deployment
- Macintosh management
- Automated hardware vendor warranty date collection
- Scalable, with no single point of failure

UCF Libraries to Purchase British Periodicals

The Department of English, in partnership with the Department of History and UCF Libraries, is in the process of acquiring British Periodicals Collection I and British Periodicals Collection II from ProQuest. With this acquisition, UCF will gain perpetual rights to all of the content in these collections, including approximately 460 journal titles and more than six million pages, from the 17th century through the early 20th century.

The collection ranges from children's illustrated miscellanies to academic journals, and includes dozens of the most widely read and influential publications of the time, such as Athenaeum, The Spectator, Strand Magazine, and Temple Bar, as well as many other professional and scientific publications, literary and fine arts magazines, and political and trade journals. It also houses original works by many important figures such as Charles Dickens, Sir Arthur Conan Doyle, John Stuart Mill, Herbert Spencer, and Bram Stoker.

Having this body of material available online through UCF Libraries will be a boon to both students and faculty members, who may not have ready access to the printed versions.

UCF Libraries Acquiring the Gale Collection

The UCF Libraries is currently acquiring the Gale collection. Gale, part of Cengage Learning, is a world leader in e-research and educational publishing for libraries, schools and businesses. Best known for accurate and authoritative reference content, as well as intelligent organization of full-text magazine and newspaper articles, Gale publishes learning resources in a variety of formats including web portals, digital archives, print, and e-books. The UCF Libraries recently purchased Gale's companion product, Nineteenth Century Collection Online (NCCO).

This content is based on the English Short Title Catalog, which includes every book published in the U.K. and its territories during the 18th century. The product currently has 33 million pages of text, 185,000 titles and 200,600 volumes of primary source material.

The National Geographic Archive will be part of the Gale purchase. It contains every issue of the magazine from 1888 through 1994. The quality of the images is outstanding, and UCF students and researchers in nearly every discipline can use the content. The UCF Libraries already provides access to several products from Gale, and library users are familiar with the functionality of the Gale interface.

information technologies & resources websites

Center for Distributed Learning (CDL) <http://cdl.ucf.edu>
Computer Services & Telecommunications (CS&T) <http://cst.ucf.edu>
Information Technologies & Resources (IT&R) <http://itr.ucf.edu>
Library <http://library.ucf.edu>
Office of Instructional Resources (OIR) <http://www.oir.ucf.edu>