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Bits & Bytes

Volume 4 Number 1

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Dates to remember:

Scheduled maintenance slot

The next ICTS scheduled maintenance slot will take place Sunday, **24 March 2013** from 09:00 - 17:00. To find out why these slots are necessary, read the ICTS schedules monthly maintenance slots web article.

Training

Get more out of your iPad

Do you want to learn how your iPad can boost your work or studies? If so, join our lunchtime iPad information sessions which will be presented by experts in both the academic and business fields.

The first series of talks will take place during February

UCT lecture theatres and classrooms to be upgraded

Following an audit of all teaching venues across UCT, ICTS has embarked upon a Classroom Renewal Project to bring lecture theatres and classrooms to a certain standard in terms of technology and physical environment.

Between now and 2016, ICTS will be working during the June and December vacations to install a wide variety of physical and audio-visual equipment in 208 venues - ensuring that lecturers have the technological resources they need when teaching.

Some of the work done during the recent vacation includes upgrading access to security safes in certain venues. Proximity readers have replaced traditional key access, meaning that lecturers simply need to use their staff card to open safes. Lecture recording has also seen a boost, with the Centre for Educational Technology (CET) adding lecture-capturing technology to eight more venues. This makes it possible for students to access recorded classes from a secure, online site.

ICTS has also created a complete inventory list of utilities and facilities available in each venue, and has produced user documentation to guide lecturers on how to use the equipment.

And because technology now plays a bigger role in teaching venues across campus, the Classroom Facilities Unit has moved to ICTS and been renamed Classroom Support Services. The team includes a number of new faces and will handle all classroom support queries - including onsite support to attend to problems at teaching venues. The Health Sciences IT support staff will continue to manage the teaching venues under their control.

We'll be communicating more about the project in future, but for an overview of what will done at each venue, view the Project scope spreadsheet.

Single Sign-On solution reduces authentication time

Normally, each time you access a UCT web-based service - such as Vula, the eResearch site, EZProxy or the Governance Intranet - you need to log on with your UCT
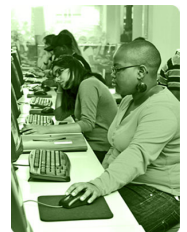
and March 2013. Find out more via the iPad information sessions page and remember to book your seat, if you want to attend any of the sessions. Please contact the ICTS Training Coordinator for more information about the training that ICTS has to offer.

Outlook made easy

We're currently offering a number of Outlook training courses that can help you adjust to UCTâ€™s new email client.

For example, the Outlook 2010: Time Management with Calendar and Tasks course will help you in managing your working day more efficiently as well as handling any tasks that are assigned to you. The course takes place 18 February 2012 (13:30 - 16:30).

Or try Outlook 2010: Tips & Tricks, which takes place 4 March 2013 (13:30 - 16:30). This course shows you smart ways to use your mailbox so that you can find more time to concentrate on more important things.

eResearch site hosts extensive research facilities database

When conducting research, you may need to use equipment that neither you nor your department have. Chances are someone else at UCT may have just the piece of equipment you need â€" so to help you find what you need, weâ€™ve compiled a database of all the available equipment on campus.

You can either view the whole list or search by one of the five main categories: Infrastructure, Large Scale Instruments, Materials Characterisation, Process Equipment - Biological, Process Equipment - Physical and Sample Measurement/Analysis. Each of these categories is divided into sub-categories, making it easier to find what you're looking for.

The database includes the name of the department or faculty that owns the equipment as well as details for the contact person.

So whether you're looking for a Qiagility Robotics arm, a water modular amino acid analyser, Percival plant

username and password. In order to minimise the number of times you need to authenticate, we've introduced a single sign-on platform (SSO). Using SSO, you only need to authenticate once, after which you can log onto any other participating UCT website using this platform.

For now, Vula is the only service using this platform - though SSO will be expanded to other services in future.

When you access the Vula website, click the *UCT login button* which will open the UCT single sign-on page where you will enter your UCT username and password. After successfully authenticating, you will automatically be redirected to Vula. This mechanism ensures that access to restricted or personalised content is adequately controlled.

Once the eResearch, Governance Intranet and EZProxy websites start using this platform the benefits of this streamlined system will be evident.

Learn to use the latest software at lynda.com

Are you looking for useful and informative training videos to include in your lectures or maybe you need to learn how to use new software? Good news! UCT has subscribed to lynda.com - an innovative training library that uses high-quality instructional videos to teach the latest software tools and skills.

Through lynda.com, UCT staff and students can explore over 1600 courses covering a wide range of software and subjects - such as photography, design, animation and business skills - all explained by recognised industry experts.

lynda.com is available anytime and anywhere, and you can decide when and what you want to learn at a pace suitable for you. To get started simply create your personal profile and let your online learning begin.

Accessing lynda.com does not count towards your Internet quota, so you can take your time browsing the courses you are interested in. Remember, though, when accessing lynda.com off campus, you need to log on via EZProxy.

Skype to replace Windows Live Messenger

Exciting news! In March 2013, Skype will be replacing Windows Live Messenger as the default messaging application for Windows. Skype offers a wide range of features not available in Messenger, and is supported by more devices, including most tablets. This will become the new Instant Messaging client for those students who use Messenger via myUCT and will replace Messenger for staff who use it.

To get Skype, download it from the Internet or follow the prompts in messenger which will take you through the installation process.

growth chambers, or a 4X4, you know where to go.

The eResearch site is accessible to all UCT staff and postgraduate students (masters, doctoral and post-doctoral fellows). Just remember that when accessing the site you need to log on with your username and your password.

We've revamped the ICTS Downloads page

ICTS has added an exciting range of freeware, shareware and UCT site-licensed software to the Downloads page of the ICTS website, to assist you in your work and studies. We continuously update and improve this software collection to bring you programs to enhance your productivity. We hope you will benefit from these resources and that you check back regularly for new additions.

Subscribe

Subscribe to our icts-newsletter-l mailing list.

Contact us

Email us your feedback, questions and comments.

Note that after 15 March 2013, you will no longer be able to sign into Messenger and the application will provide a link prompting you to upgrade.

Happy Skypeing!

Facebook celebrates its 9th birthday

Can you remember the first time you accessed Facebook? Believe it or not, this social networking giant - with over one billion users - celebrates its 9th birthday this month.

Since launching in February 2004, over 219 billion photographs have been uploaded and more than 1.1 billion "likes" sent. The site has undergone many makeovers with new and improved features being added and the not-so-popular ones being removed. There's also been on-going debate regarding privacy settings, with the latest discussion centred on the recently-launched Graph Search. This feature allows you to search through your friends' posts and find interests, locations and recommendations for great restaurants, books and music.
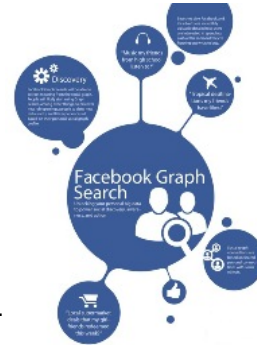
Over the years, individuals and businesses alike have found Facebook to be a useful communication tool and it seems as if this social networking giant will continue to provide its users with a steady flow of new ideas and games to keep them coming back for more.

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