



## July 2009

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### **PLANNING FOR CONVERSION TO GOOGLE APPS BEGINS (Dave Smallen)**

This past semester, one hundred members of the Hamilton community participated in the evaluation of Google Gmail and calendaring as a replacement for our existing system (Sun Java). The evaluation was motivated, in large part, by a need to address concerns about the existing e-mail and calendaring functionality and reduce institutional expenditures.

After a five-month evaluation period, the comments of evaluation participants were very positive. The Google environment offers substantial new capabilities, significant cost reductions and the potential for significant enhancements in the future. As a result, the VP for IT recommended, and the senior staff approved proceeding with the planning for the conversion to Google Apps (Gmail and Calendaring) by June 2010.

The entire August issue of the ITS Newsletter will be devoted to providing more details about this important project.

### **TECHNOLOGY-ENHANCED CLASSROOM UPDATE (Tim Hicks)**

Nearly a dozen rooms are having their presentation systems upgraded this summer. Most of these spaces will now have a single computer system for display. Now that the total number of technology-enhanced spaces has increased to over 100, there is enough flexibility in assigning spaces to enable us to reduce the total number of computers on campus to help lower the cost of replacing these computers. The only locations that will keep their dual platform design will be auditorium-style rooms. All technology-enhanced spaces have the capability to plug in a laptop. If you have a preference for either a Mac or PC in your teaching space, it becomes very important that you make your preference known to the registrar. There are still several rooms on campus that have only a TV with a DVD/VCR combo unit and at present there are no plans to upgrade these classrooms.

- **Root 201, 202, 203, 205, 310** New podiums/touch screen controls are installed. Document cameras and overhead transparency projectors can be requested. Rooms 201, 202 & 310 have new iMacs, rooms 203 & 205 have PCs.

- **Benedict 201** is being upgraded with a high resolution projector, wide format screen, and a new surround sound system to support film courses. The room contains a new iMac.
- **List 106** is being made into a technology-enhanced classroom replacing List 218. This room contains an iMac. The touch screen controls will only control the presentation equipment. The stereo system will continue to be manually controlled.
- **KJ 005** will come back on line this fall with some room improvements as well as technology changes. New seats with a staggered pattern and the removal of the first row of seats will allow for better sight lines. This room contains a new iMac.
- **Schambach 108** has a new podium. The new podium has a touch screen control system and will control the presentation system. The stereo system will continue to be manually controlled. The room has an iMac.
- **CA Johnson 308 & 309** are being reconfigured into new spaces. 308 will be changed into offices. 309 will become 309 A&B. These two rooms will be small 15 person classrooms with tablet arm chairs. Both rooms will have podium systems with data projectors and program audio. The systems that were in 308 & 309 will be shifted into these newly reconfigured spaces.

## **ITS STAFF SPOTLIGHT – (Maureen Scoones)**

### **KRISTA SINISCARCO**

Seven years ago this September, the Multimedia Presentation Center (MPC) was created and Krista was hired as the evening multimedia assistant. In her current role as an instructional technologist and liaison to the studio arts department, a typical day for Krista involves meetings, teaching workshops, faculty development and working with students in the MPC and digital arts lab. An accomplished graphic artist, you have probably seen one of the many event posters Krista has created.

Krista's excitement and frustration in the field share a common theme, ever-changing, but she thoroughly enjoys the energy and creativity of working directly with students. Her road into the IT field was one of necessity (she needed a job) rather than choice, but she feels the creative, evolving environment suits her. Krista's piece of technical advice, "understand your file management, know where your files are, and save frequently!"

Outside of ITS, Krista loves to travel (she wants to see more of Europe) and enjoys long weekend trips to east coast cities to visit friends. So the next time you're strolling down the streets of NY or Boston, look for Krista. A little closer to home, you'll find Krista in the Hamilton pool training for the swimming leg of next year's HamTrek. Go team Siniscarco!

## **HOW DOES ITS DO THAT? (Maureen Scoones)**

### ***Backing Up Central Storage Servers (e.g. ESS, SSS, Web, Software)***

ITS manages a variety of systems that contain data critical to the daily business and academic operations of the College. Therefore, it is important for back up procedures to be in place to guard against loss of data due to natural disaster, system failure, or human error.

### **System failure and human error**

Most of the systems, including the central storage servers, reside in a controlled environment. This means that back-up power exists (i.e. a generator), the temperature is controlled separately from the building, and access to the server room is restricted. Where needed, servers are also in a redundant environment so that if one server fails, another server can take over.

Hamilton uses a variety of back up procedures on different schedules to ensure the best likelihood of

recovering a corrupted or accidentally deleted file. The resulting back-up tapes are rotated on a weekly and monthly basis and stored in multiple locations on campus. Most data is accessible for up to six months, dependent upon when a file is discovered to be missing or corrupted.

**Data recovery**

To recover your files the following information is necessary:

1. Approximate time the file was modified, accidentally deleted, etc.
2. Approximate filename
3. Location of the file

If you currently do not use ESS (Employee Storage Server, a.k.a. H and M drives) to store your critical files, or would like assistance backing up data that resides on your local computer, please contact the ITS Help Desk for more information. Backing up your data now can give you peace of mind later!