

WebCT Users Group Meeting

Minutes February 11, 2005

In attendance at the WUG meeting : Vaswati Ghosh, Chuck Hall, Otis White, Greg Pratt, Kelly Hayes, Denise Quintrall, Gloria Smith, Brenda Newhouse , Melanie Kroening, and Peg Johnson.

Tom Shoemaker has instituted a very useful feature to his online World Religions class. He has created a series of forms that students use to submit assignments. The subject line is already filled in the form. Microsoft Outlook can use the subject line to funnel certain submissions into one folder - such as for chapter 1 - and other submissions into another folder (e.g. chapter 2). This is done by setting up the "rules" in Outlook.

Faculty expressed an interest in how to create these forms. The CTL's Melanie Kroening gave the group a workshop on creating WebCT and Webpage E-mail forms. She also showed how to set up Outlook rules to get mail sent to the appropriate folder. Click on this link to get further details <http://www.mc.maricopa.edu/~mkroening/forms/>.

Peg Johnson