

Joan Walker  
Senior eAdvisor  
Curriculum Management

**Q:** I was wondering if you had come across any open source or free learning materials for Microsoft Office (Word, Excel etc.) that can be used in Teaching?

**A:** Here are links to some materials which might be useful and that you can freely distribute:

[www.tinyurl.com/5vc5cn](http://www.tinyurl.com/5vc5cn)

[www.fgcu.edu/support/](http://www.fgcu.edu/support/)

[www.uwec.edu/help/index.htm](http://www.uwec.edu/help/index.htm)

## Contact Details

JISC Regional Support Centre  
Scotland South & West  
1 Todd Campus,  
Acre Road,  
Glasgow  
G20 0XA

Tel: 0141 585 0022/23  
Fax: 0141 585 0020

Email:  
[support@rsc-sw-scotland.ac.uk](mailto:support@rsc-sw-scotland.ac.uk)

Website:  
[www.rsc-sw-scotland.ac.uk](http://www.rsc-sw-scotland.ac.uk)

## Guide to obtaining textbooks in Alternative Formats

This guide is for anyone who needs to source text books in an alternative format for a reading impaired learner. This is potentially a complicated area. Disability law protects disabled learners by requiring the educational institution to make appropriate provision. Copyright law protects publishers from inappropriate copying of text books. Between these two sets of rights are the staff who have to provide alternative formats in a timely manner to disabled learners. In most cases the optimum accessibility solution is to obtain the textbook in electronic format.

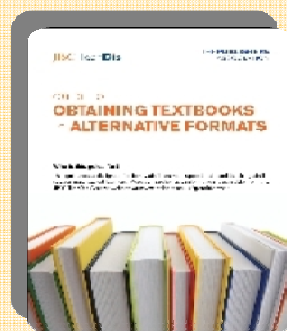
This allows immediate personalisation of text size, colours and contrast. In addition, electronic text is usually an important intermediate stage for the production of non-text formats such as audio or Braille.

This guidance is specifically designed for library staff, learner support staff and subject tutors

and lecturers supporting disabled learners. It should help anyone trying to get digital versions of textbooks to:

- Understand the processes involved.
- Recognise additional in-house work that may be required once the digital version has been obtained.
- Maximise the likelihood of a successful outcome.
- Evaluate your own institutional processes.
- Assess alternative interventions.

Find out more at:  
[http://techdis.ac.uk/index.php?9\\_12\\_2](http://techdis.ac.uk/index.php?9_12_2)



## SOME DATES FOR YOUR 2009 DIARY NOT TO BE MISSED!

| Workshops & Training   |  | RSCtv                  |   |
|------------------------|--|------------------------|---|
| 27 <sup>th</sup> Jan   | eSkills for Learning Resource Staff                              | 20 <sup>th</sup> Jan   | BBC Motion Gallery                          |
| 2 <sup>nd</sup> Feb    | Technologies to Support Learners with Communication difficulties | 3 <sup>rd</sup> Feb    | Using Blogs for Teaching & Learning         |
| 4 <sup>th</sup> Feb    | Web 2.0 tools for Teaching & Learning                            | 17 <sup>th</sup> Feb   | Social Bookmarking for Teaching & Learning  |
| 24 <sup>th</sup> Feb   | Using eAssessment tools for effective Teaching & Learning        | 3 <sup>rd</sup> March  | Using Voting Systems Teaching & Learning    |
| 26 <sup>th</sup> Feb   | Voting Systems Teaching & Learning                               | 17 <sup>th</sup> March | Texthelp Read & Write Gold                  |
| 19 <sup>th</sup> March | Using ePortfolios for Teaching & Learning                        | 31 <sup>st</sup> March | Mobile Technologies for Teaching & Learning |

# In ConTact

RSCs - Stimulating and Supporting Innovation in Learning



... And the winner is: **AccessApps!**

The Scottish RSCs are delighted to announce that AccessApps took the prize for Excellence in Education at the sixth annual Scottish Software Open Source Awards 2008 ceremony, held at the Radisson Glasgow in November.

AccessApps was developed by the two JISC Regional Support Centres in Scotland, in collaboration with the JISC TechDis Service.

Since the launch of AccessApps, our Access & Inclusion Advisor, Margaret McKay has been inundated with requests for her AccessApps workshops.

Margaret has already managed to provide training to just over half our supported institutions and says "These assistive technology applications can be easily



*downloaded to a pendrive and provide effective tools for many people - both students and staff regardless of their abilities."*

For those with disabilities, AccessApps can offer a free and effective way of providing independent support and will be of particular benefit to users needing to access the support of enabling technologies on different PCs across different locations.

Interested in a visit and training in AccessApps? Just contact Margaret to arrange a time!  
[m.mckay@rsc-sw-scotland.ac.uk](mailto:m.mckay@rsc-sw-scotland.ac.uk)



**Merry  
JISCmas!**

**Best wishes  
from all  
the team at  
RSC Scotland  
South & West**

## Contents

Yuletide message  
from our Manager

RSS Feeds on  
iTunes

RSC Podcasts on  
iTunes

Are We Virtually  
There Yet?

New VIEWS Forum

'Tis the Season of  
Good Will

Newsfeed

JISCAsk!

Guide to Obtaining  
Textbooks in  
Alternative Formats

Workshops and  
RSCtv



## RSS Feeds

Our RSC podcasts can be accessed from our Website as well as from iTunes. One way of doing this is by clicking on the RSS feed link, indicated by the RSS icon above.

Once subscribed you will receive each episode as and when they are published. The podcasts download to your workstation where you can, if you want, transfer it to your iPod for later viewing or listening.

Enjoy!



**Fionnuala Carmichael**  
RSC Manager

It's hard to believe it's almost the end of 2008! We've had a very busy term here at the RSC and I'm delighted to say that we are now back to full strength with the appointment of an advisor for eAssessment, Willie Paterson.

We've launched a number of new initiatives this term, such as our podcasting service, whilst continuing our existing services, including the broadcasting of our successful RSCtv sessions, beamed to your desktop from RSC HQ.

We've also launched our briefing seminars, aimed at managers, on the benefits of using new technologies and the issues and challenges that they present. These briefings are short, twenty minute sessions, designed to be delivered face to face and intended to provide an overview of the main issues, in areas such as eAssessment; ePortfolios; Web 2.0 and IPR & Copyright. Further briefings are under development.

2009 is shaping up to be an exciting year for JISC events in Scotland with a number of high profile events planned. In March, the annual JISC conference is being held in Edinburgh and later in the spring an inclusion eFair will be held in Glasgow with a number of JISC services contributing. Finally, a 'green conference', aimed at senior managers in FE will disseminate the work of the JISC funded SUSTEIT project, and also draw upon exemplars of good practice from Scotland.

## Make us your Christmas No.1 on iTunes!

The RSC Scotland S&W now publishes podcasts on Apple's iTunes Store, the most popular educational syndication services on the planet. There are two regular but unrelated RSC podcasts; one video and the other audio that are published separately. Both have unique logos within the iTunes podcast area to help identify them. The podcasts feature "best practices" on a wide variety of educational technology used within the sector.

This new method of distribution brings the RSC in line with many learning providers who see iTunes as an ideal way to automatically deliver learning materials to their learners or subscribers. Indeed, the numbers of lecturers contributing materials has grown exponentially so Apple has created the iTunes University where learning providers can publish their own materials in areas tailored to their own specific target audience, whether that is globally or for just their own students.

If you would like to know more or would like to publish your own podcasts via iTunes or RSS please contact Mark by email at [m.clark@rsc-sw-scotland.ac.uk](mailto:m.clark@rsc-sw-scotland.ac.uk)



**Mark Clark** - eAdvisor:  
Technology & Infrastructure

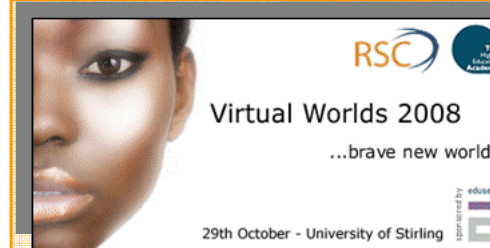
## 'Tis the Season of Good Will!

The team at the RSC Scotland S&W are delighted to welcome Willie Paterson to their ranks as our eAdvisor, focusing on eAssessment and ePortfolios. Willie is on secondment from Langside College, where he has worked for the past 16 years. Initially a Lecturer in Business Studies & IT, he took up the role of the College's Senior Lecturer in Learning Innovation 4 years ago.



**Willie Paterson**  
eAdvisor: eAssessment

Willie's passion for eLearning started with the GTN Adapt project and more recently he has worked tirelessly on the Scottish Funding Council Transformational Project, BlendEd, as a BlendEd Learning Technologist or BLT. Willie's remit at Langside College included responsibility for their VLE and training to enable staff to develop the skills required to embed the use of ICT in their teaching. Willie's varied and advanced skills in VLE training, Interactive Whiteboards and Electronic Voting Systems will be much appreciated by all our supported institutions. If you would like to discuss Assessment and/or ePortfolios, contact Willie at [w.paterson@rsc-sw-scotland.ac.uk](mailto:w.paterson@rsc-sw-scotland.ac.uk)



## The World is Not Enough

Prior to our highly successful Virtual Worlds event in Stirling, the RSCs ran pre-conference workshops designed to equip delegates with the skills needed to fully participate in VW08. The training sessions taught delegates how to create an avatar and change its appearance as well as skills of movement, orientation & communication. These sessions proved to be so popular that we are scheduling more for early in the new year.

So, if your New Year resolution is to get a life, or even a Second Life, be sure to book early for your place on the training course at the RSC Scotland South and West!

## IEWS from Scotland

Feedback from our VW08 event highlighted interest in forming a Scottish VW community. This led to the formation of the VIEWS Forum which stands for Virtual Education Worlds Scotland, where members can share their expertise and experiences of the technology.

As with all JISC RSC forums, VIEWS is for the benefit of the community and membership is open to those from Scottish Further and Higher Education with an interest in the educational application of virtual worlds.

If you have any suggestions for venues or subjects to be covered at the meeting, then please let us know!

The first meeting is planned for end of January 2009. You can join the VIEWS mailing list at [www.jiscmail.ac.uk/views](http://www.jiscmail.ac.uk/views)

## NewsFeed

NewsFeed is a fortnightly service, from the two JISC Regional Support Centres in Scotland, designed to keep the FE & HE community informed about the latest ICT related news, events, resources and training.

It has been designed to minimise the amount of email traffic you get by collating interesting and relevant information and presenting it concisely with electronic links to the full articles - all this delivered straight to your inbox every other Tuesday afternoon!

To subscribe, email us with the subject Newsfeed support@rsc-sw-scotland.ac.uk



## RSC Training & Events

For updates on events and booking information for all our training, go to our website - look and book!

[www.tinyurl.com7u8yfb](http://www.tinyurl.com7u8yfb)