



Certification in Technology Program

The purpose of the Certification in Instructional Technology (CIT) program is to prepare faculty to integrate instructional technologies into their teaching practices.

A new registration database is being developed for the CIT program to better serve the needs of faculty and staff. The new registration system will allow you to register for classes from any computer, on or off campus, and will not have the "back-button"

Newest CIT Classes

Acrobat Professional: Learn how to convert Microsoft Word and PDF files into ADA accessible PDF files for the web; also learn how to create ADA accessible interactive forms using Adobe LiveCycle Designer.

Best Practices in Online Student Engagement:

Learn how to develop practical skills to teach the highest quality distance education classes at

HCC. This course is taught only online.

issue associated with the PeopleSoft system. The new registration system will be available in the coming weeks and will be posted in HCC news once it is ready. At the end of each semester, we will be updating the PeopleSoft records so you will still be able to access them when you log into @YourService.

Please visit the CIT page at: <http://www.hccs.edu/cit> for links and more information. You can also contact Robert Hume at 8-8816

HCC. This course is taught only online.

Creating Interactive Content/Activities:

Learn various ways to create interactive content for an online class using SoftChalk Lesson Builder software.

Evaluating Online Course Effectiveness:

Learn to evaluate the effective-

or Cindy Sullivan at 8-8740 if you have other questions concerning the CIT program.



Blackboard Training Class

ness and quality of distance education, hybrid and web-enhanced courses at HCC.

Image Capture & Editing:

Learn about graphic file formats, capturing images from a computer screen, the requirements for online image use and editing with online software.

CIT Records

Have you had Certification in Instructional Technology training and can't find your records? The records for the last few years are slowly being added to the PeopleSoft system. Additions to your records will be posted in the coming months. Since the process must be done one record at a time, it will take some time to get all the training records updated. There is a training database outside of PeopleSoft which you can access from any computer, on or off campus. Please visit the CIT page at: <http://www.hccs.edu/cit> for more information.

DE Course Development

Distance Education (DE) faculty who are developing an online course for the first time can get development and instructional design assistance from the Instructional Media Center. This assistance can be invaluable in improving the organization, structure and usability of course curriculum. Contact information is at the bottom of the DE Application Form for Credit Courses.

