A one-page crib sheet on online faculty support at Queens College

Institutional Support:

The *Faculty Handbook*, and information on a range of issues relevant to faculty, including the College’s mission, the curriculum, calendar and schedule information, and policies and guidelines, [http://www.qc.cuny.edu/provost](http://www.qc.cuny.edu/provost)

Academic Senate, [http://www.qc.cuny.edu/AcademicSenate/](http://www.qc.cuny.edu/AcademicSenate/)

Office of Research and Sponsored Programs, [http://www.qc.cuny.edu/ORSP/](http://www.qc.cuny.edu/ORSP/)

Center for Teaching and Learning, [http://www.qc.cuny.edu/ctl](http://www.qc.cuny.edu/ctl)

Writing Across the Curriculum, [http://www.qc.cuny.edu/Writing/](http://www.qc.cuny.edu/Writing/)

Educational Technology Laboratory, [http://www.qc.cuny.edu/edtech/EdTechLab/](http://www.qc.cuny.edu/edtech/EdTechLab/)

Human Resources, [http://www.qc.cuny.edu/hr](http://www.qc.cuny.edu/hr)

Office of Converging Technologies, [http://www.qc.cuny.edu/OCT](http://www.qc.cuny.edu/OCT)


Research and Instructional Tools:

Queens College Libraries, [http://www.qc.cuny.edu/Library/](http://www.qc.cuny.edu/Library/)

The site’s services include: access to electronic databases and full-text journals, the CUNY online catalog, and other electronic resources; electronic interlibrary loan; instructions for off-campus access to its materials ([http://www.reserve.qc.edu/eres/default.aspx](http://www.reserve.qc.edu/eres/default.aspx)); and the Electronic Reserves (ERES) system ([http://queens.docutek.com/eres/default.aspx](http://queens.docutek.com/eres/default.aspx))

Blackboard, [http://blackboard-doorway.cuny.edu](http://blackboard-doorway.cuny.edu) (or [http://www.cuny.edu](http://www.cuny.edu), to set up a CUNY Portal ID, necessary to login)

*Blackboard* is CUNY’s course management system, and can be used to post syllabi, handouts, and readings; keep an electronic gradebook; deploy surveys, quizzes, or tests; collect and return assignments electronically; host electronic discussion boards or chat sessions; build password-protected blogs and wikis, etc.

Alternative technologies to manage courses online (etc.):

- Personal webs can be created and managed on the QC website server; for information and instructions, see [http://www.qc.cuny.edu/OCT/web_services/manage_per_site.php](http://www.qc.cuny.edu/OCT/web_services/manage_per_site.php)
- *Blogging at Queens College*, [http://blogs.qc.cuny.edu](http://blogs.qc.cuny.edu), is QC’s blogging server, powered by *Movable Type* software

Media Services, [https://www.qc.cuny.edu/OCT/media_services/](https://www.qc.cuny.edu/OCT/media_services/)

*Media Services* delivers media and equipment, provides technical support in classrooms throughout campus, and offers other services including audio and video duplication and conversion

Computer Labs, [https://www.qc.cuny.edu/OCT/computer_labs/](https://www.qc.cuny.edu/OCT/computer_labs/)


Connectedness and Survival Tools:

Queens College Account Management System (CAMS), [https://cams.qc.cuny.edu/](https://cams.qc.cuny.edu/), to activate two accounts:

- Campus network account, *Active Directory* (*AD*), to login to all online services listed on this page, except *Blackboard*
- Queens College email, *Lotus Notes*, accessible via (a) the Lotus “client” (software installed locally on a computer; for download and installation information, [http://fornax.qc.cuny.edu/GetNotes.nsf](http://fornax.qc.cuny.edu/GetNotes.nsf), or (b) a web browser, [http://mail.qc.cuny.edu](http://mail.qc.cuny.edu)

Wireless, [http://www.qc.cuny.edu/OCT/wireless/](http://www.qc.cuny.edu/OCT/wireless/) (coverage throughout campus)

Help Desk, [http://helpdesk.qc.cuny.edu/](http://helpdesk.qc.cuny.edu/), and the OCT Service Center, [https://service.qc.cuny.edu/](https://service.qc.cuny.edu/)

Software, [http://www.qc.cuny.edu/OCT/software_licensing/](http://www.qc.cuny.edu/OCT/software_licensing/)


Campus webcam and local weather information, [http://www.qc.cuny.edu/web_cam/](http://www.qc.cuny.edu/web_cam/)

To sign up for the weekly qcmailer (Queens College e-news), contact the OCT Accts Manager at Jennifer.chow@qc.cuny.edu

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