Monthly Update
February 12, 2018

Welcome!
William (Will) Gaumann
New Web Designer/Front End Developer

Will comes to us from a small design and development agency and will be developing code and graphics to enhance our website. He has already become an important member of the Website Redesign Project and will be assisting with Cascade as we upgrade and transition to our new website.

Kathleen Estrada
Applications Support Data Analyst

Kathy has been selected as the Applications Support Data Analyst supporting and implementing academic reporting and database analyses tools such as Hyperion (Oracle EPM) and processing faculty evaluations.

Technical Assistance Center Hours
<Boyer Building, W. Frederick Street entrance>

Fall/Spring Semesters:
M – Th 8:00 am – 5:00 pm EST
F 7:00 am – 7:00 pm EST

Winter/Spring Sessions:
M – F 8:00 am – 5:00 pm EST

Phone: 717-871-7666

Banner/MAX will be unavailable on Monday, February 12, 2018 between 6PM and 10PM due to maintenance.

Don't forget to use our helpdesk when you need it! Our staff is here to help you navigate through Banner and MAX.

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Helpful Tip:
Before you begin using the new remark system, we highly encourage you to:
1. print an answer key and header sheet
2. complete 5 sample exams (5 questions is enough to test)
3. submit them for scoring (by either method). Our staff will ensure the process is working with your device (both printing and scanning).

Remark Test Scoring

The new test scoring system, which will replace the use of Scantron sheets, is now available!

Answer sheets (available in 50, 100, and 200 question formats), and the accompanying test forms, can be printed from this link:
https://wiki.millersville.edu/display/ittac/Testscoring+Sheets

See these links for written instructions and instructional videos:
https://wiki.millersville.edu/display/ittac/How+to+Prepare+for+a+Test
https://wiki.millersville.edu/display/ittac/How+to+Administer+a+Test

Two options are available for test grading:

1. Tests are scanned using the department’s Ricoh copier and then the scanned tests are submitted to the Help Desk via a Syvad ticket. Tests will be graded, and results will be mailed back within 1 business day. Results are sent as a single Excel file which includes 11 different reports. See instructions on how to submit a test:
https://wiki.millersville.edu/display/ittac/How+to+Get+a+Test+Graded

2. Bring the tests to the Technical Assistance Center, located in Boyer, to have them scanned and graded. Results will be emailed to the user immediately upon grading. We will no longer print reports.

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Schedule Builder is complete
Students now have the ability to create their own schedules to assist them in registering for classes. Since launching January 21, 2018 it has been used by 538 students!

Want to see a demo?
https://www.youtube.com/watch?time_continue=1&v=xZU2EEK0efY

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We will be piloting the use of Office 365 for emails within IT prior to releasing it to the campus community.

What does this mean to you, our user?

Unlimited storage space!

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