Welcome to the *English Academic Technology Bulletin*. This monthly publication of the English list communicates basic information regarding the use of technology in the preparation and imparting of instruction. The English list is a closed, moderated list restricted to the staff of the English Department of the College of Humanities of the University of Puerto Rico, Río Piedras campus and other authorized users. If you are interested in subscribing to the English list or contributing content to the bulletin, please notify Alicia Pousada ([apousada@earthlink.net](mailto:apousada@earthlink.net)), the list moderator. To post to the list, just Reply to this message. Remember that what you post will go to every subscriber.

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**ANNOUNCEMENTS**

The new English Department website is almost complete (go to: [http://home.coqui.net/gcrti/UPR/index.htm](http://home.coqui.net/gcrti/UPR/index.htm)). We have only the index page left to go which will be a photo montage, and then we’ll move the site over to the Humanities server and officially inaugurate it. Check out all the new features and see how easy it is to navigate. Please report any errors or omissions you may notice to [apousada@earthlink.net](mailto:apousada@earthlink.net).

On May 5 and 6, the Río Piedras campus will be celebrating a Technology Fair (Tercera Feria de Tecnologías del Recinto de Río Piedras: "La Ruta Del E-Nlace"). The English Department will be presenting two projects: the Bilingual Chat Community project between ESL students at the UPR and Spanish students at the State University of North Carolina (English Department participants: Veronica Crichlow, Emily Krasinski, and Alicia Pousada) and the development of our new departmental web site (Participants: Gina Colón and...
Alicia Pousada). Visitors to the fair will travel around the campus on a schedule to experience what each program is doing. We encourage you all to attend.

**NEWBIES CORNER (Windows only)**

**Making the most of your hard drive (Windows XP)**

If you go to My Computer, right click on the C drive, and select Properties, Windows XP will reveal a graphic representation of your drive. You can see how much space you've used up and how much is still free. If you want to liberate more space, you can compress your hard drive by selecting Compress and then Apply. This may take some time if you have a large hard drive that is pretty full, so it’s advisable to do this at night after you’ve finished for the day. All other programs should be closed. After running the compression program, you should see noticeable savings in terms of space.

You can also compress individual files by moving them to a compressed folder. To create one, right-click in any folder window or on the desktop and choose New, Compressed (zipped) Folder (in XP).

**Protect your data with a password to log in (Win XP)**

If your computer contains valuable information that you don’t want others to take, if your computer is a notebook that travels far and wide and is vulnerable to being stolen, or if your computer is located in a public place like an office and others can easily access it, you need to create a password to log in. This password should be committed to memory but also preserved in some place distant from the computer.

In addition, keep a password reset disk nearby in case you forget your password. Get a blank, formatted floppy disk, and then go to your Control Panel and click on User Accounts. Press Enter, select your account, click Prevent a forgotten password in the Related Tasks list, and follow the steps presented in the Forgotten Password Wizard.

**Uninstalling programs (all Windows formats)**

If you try to uninstall a program using the Add or Remove Programs option in Control Panel, but it refuses to uninstall, some of the program's files may already be deleted. Reinstall the application to the same folder, and use Add or Remove Programs again to delete it correctly.
Use all the features of your operating system (all Windows formats)

Not every Windows feature is necessarily installed on your PC at the factory. To find out all the possibilities and determine if you want to install some missing features, open your Control Panel and click on Add/Remove Programs. Click Windows Setup or Add/Remove Windows Components, select an item, and click Details (if necessary). You may have to click Details again to see further subcomponents. Check the items you want, click OK, and follow the instructions. The computer may ask you to insert your Windows CD to install some of these programs, so have it ready.

[Source: PC World Magazine how to articles: http://www.pcworld.com/howto ]

Common PC Annoyances

Favorites chaos. When you’re browsing in Internet Explorer, Windows stores your Favorite web sites in the order in which you save them. To alphabetize your list of Favorites, click on Favorites, highlight one, right click and select Sort by name. This will save you tons of time when you come back to look for a particular website later on.

Killing Clippy and the other annoying characters that Microsoft Help provides is easy. Go to the Control Panel and double-click on Add/Remove Programs. Locate Microsoft Office 2000 or Microsoft Office XP in the list of installed programs, and double-click it (in Windows Me/2000/XP, highlight it and click Change). When the setup window opens, click Add or Remove Features. For Office 2000, click the plus sign [+ ] next to Office Tools, and click the box next to Office Assistant. For Office XP, it’s in the Office Shared Features category. Then choose Not Available. Click Update Now, and you’re done.

Hanging at Shut Down. While this is rarely a problem with Windows XP, it can be seen from time to time with all earlier versions of Windows. It’s most likely due to one or more of your drivers not allowing itself to be unloaded. Try hitting Enter when the computer hangs or try holding Shift while clicking Ok in the "Shut Down" dialog. Hanging at Shut Down can also occur if the Shut Down sound file becomes corrupted. Double-click on the Sounds icon in Control Panel and remove or change the sound event for Shutdown. This may do the trick.

[Source: http://www.annoyances.org ]
MAC NUGGETS

Backing up your mail on a Mac

To back up your important mail on your iBook or other Mac computers when you use Outlook Express, go to your Documents folder. Find the folder called Microsoft User Data and, inside that, a folder called Identities. Copy this folder to a floppy or CD. If the Identities folder can’t be found within the Documents folder, look for it inside your Outlook Express folder.

If you are using Apple’s Mail, find the Mail folder within your user Library folder, and within it, a folder called Mailboxes. Copy this folder to a floppy or CD.

Using the trash in OS X

There are a multitude of ways to delete things in OS X. Try some of these:
1. Drag the item to Trash.
2. Control/click the item and select Delete.
3. Highlight the item and hit Command/Delete.
4. Control/click an empty spot in the window’s Toolbar. Select “Customize Toolbar.” Drag and drop the Delete icon into the empty space. Then just drop your item onto the Toolbar’s new Trash icon.

Lap Cop 2

A new version of the utility called Lap Cop has just been released by Sweet Cocoa Software. This program secretly transmits email to a user configurable address. The email includes internet routing and network settings to allow you to track down your portable computer if it is stolen or lost. The program sends the stealth email via the company’s dedicated LapCop monitoring server. LapCop costs $25 and can be downloaded at http://homepage.mac.com/sweetcocoa.


UTILIZING TECHNOLOGY IN THE CLASSROOM

Education and Technology Journal

Past issues of the Education and Technology Journal can be read on-line in .html or .pdf formats at: http://ifets.ieee.org/periodical/issues.html. One article that may be of interest to you concerns the issue of assessment—“Effective Online Assessment Strategies for Today's Colleges & Universities,” available at:
It served as the stimulus for an on-line discussion among college educators, and the summary of that discussion follows the article.

**Lingonets**

An interesting approach to teaching ESL students vocabulary can be found at: [http://www.linetti.com/nets.htm](http://www.linetti.com/nets.htm). Lingonets are lexical puzzles (similar to those on the popular American TV game show, Wheel of Fortune) that promote learning of word groups through associations with settings or situations. Students are presented with fill-in-the-blank tasks in which they have to guess words used in a common setting. Category labels help in the recall process, and students can get further help in the form of synonyms, definitions, and sentence contexts. A point system enhances the game atmosphere. The website explains how to download and use 50 Lingonets free of charge and provides information on how to order more for a price. Warning: the words and phrases are British and may vary from what our students are used to. Some of the puzzles are quite challenging, and you may have trouble finishing them yourself without resorting to the hints purses which cost points.

**Using Word and PowerPoint to teach good writing and presentation format**

Both Word and PowerPoint have templates and tools that can be very useful for a teacher who is trying to impart good writing and presentation skills to students. Go to: [http://oregonstate.edu/dept/eli/mar2002.html](http://oregonstate.edu/dept/eli/mar2002.html) for some suggestions on how to make the maximal use of these built-in features in your classroom.

**Research blogs**

Regular readers of this bulletin already know what blogs (web logs) are. Now these diary-like web sites are being utilized in academic research. Go to: [http://huminf.uib.no/~jill/txt/researchblogs.html](http://huminf.uib.no/~jill/txt/researchblogs.html) to see a review of the most popular and useful academic blogs on the Internet. They may stimulate you to put some of your own work into a blog. A couple of interesting blogs I checked out personally are one by University of Montreal technogeek Sebastien Paquet (“Seb’s Open Research” at [http://radio.weblogs.com/0110772/](http://radio.weblogs.com/0110772/) ) and another by Jeremy Bushnell, author of a web serialized story, (“An Imaginary Year: Narrative Technologies” at [http://www.imaginaryyear.com/Book2/narratech_archive.html](http://www.imaginaryyear.com/Book2/narratech_archive.html).

**Google News**

Most of you are old pros at using Google to search out Internet sources, but you may not have tried another feature of Google called Google News. Essentially
Google News scans several thousand on-line news sources and automatically generates a page of headlines and links. This can be very helpful when trying to get an overall picture of some recent news developments and could come in handy for students who are preparing presentations or term papers.

**SL-LISTS**

SL-LISTS is an electronic forum in which ESL students from around the globe discuss current events. The advantage of a forum over regular e-mail or chat is that students have plenty of time to formulate their posts. This allows them to develop their written fluency without pressure.

To register your class for the lists, you need to set up a UPR e-mail for each student. Go to the Centro de Cómputos to get the appropriate forms and submit them. Then send a message to Thom Robb at: trobb@cc.kyoto-su.ac.jp. Include your name, institution, number of students in your class, length of the class semester, and domain your students will use (the part of the e-mail address after the @). You will be subscribed to the teachers list and receive information about the 10 branches of the student lists and handouts on the use of the list.

If you want to see this information directly without making a commitment, go to: [http://www.kyoto-su.ac.jp/~trobb/slinfo.html](http://www.kyoto-su.ac.jp/~trobb/slinfo.html) and [http://www.kyoto-su.ac.jp/~trobb/slhowto.html](http://www.kyoto-su.ac.jp/~trobb/slhowto.html).

You should probably read the messages posted to SL-LISTS for a couple of weeks to familiarize yourself with the rules and the types of posts that typically appear.

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**CYBERHUMOR**

**The use of computers in movies**

- Word processors never display a cursor.
- You never have to use the space-bar when typing long sentences.
- All monitors display inch-high letters.
- The most relevant information is displayed in a separate windows right in the middle of the screen, but there's never an Ok button to other way to close it.
- High-tech computers, such as those used by NASA, the CIA, or some such governmental institution, will have easy to understand graphical interfaces. Those that don't, have incredibly powerful text-based command shells that can correctly understand and execute commands typed in plain English.
• **Corollary:** you can gain access to any information you want by simply typing "ACCESS ALL OF THE SECRET FILES" on any keyboard.
• Likewise, you can infect a computer with a destructive virus by simply typing "UPLOAD VIRUS" (see *Fortress*).
• All computers are connected. You can access the information on the villain's desktop computer, even if it's turned off.
• Powerful computers beep whenever you press a key or whenever the screen changes. Some computers also slow down the output on the screen so that it doesn't go faster than you can read.
• The **really** advanced ones also emulate the sound of a dot-matrix printer. (See *The Hunt For Red October* or *Alien*)
• All computer panels have thousands of volts and flash pots just underneath the surface. Malfunctions are indicated by a bright flash, a puff of smoke, a shower of sparks, and an explosion that forces you backwards.
• **Corollary:** sending data to a modem/tape drive/printer faster than expected causes it to explode.
• People typing away on a computer will turn it off without saving the data. (See the opening credits for *The Hunt For Red October*)
• A hacker can get into the most sensitive computer in the world before intermission and guess the secret password in two tries.
• Any PERMISSION DENIED error has an OVERRIDE function (see *Demolition Man* and countless others).
• Complex calculations and loading of huge amounts of data will be accomplished in under three seconds. Movie modems (especially the wireless ones they must be using when they're in the car) usually appear to transmit data at the speed of two gigabytes per second.
• When the power plant/missile-site/whatever overheats, all the control panels will explode, as will the entire building.
• If a disk has got encrypted files, you are automatically asked for a password when you try to access them.
• No matter what kind of computer disk it is, it'll be readable by any system you put it into. All application software is usable by all computer platforms.
• The more high-tech the equipment, the more buttons it has (*Aliens*). However, everyone must have been highly trained, because none of the buttons are labelled.
• Most computers, no matter how small, are able to produce reality-defying three-dimensional, active animation, photo-realistic graphics, with little or no detailed input from the user.
• Laptops, for some strange reason, always seem to have amazing real-time video phone capabilities and the performance of a CRAY Supercomputer.
• Whenever a character looks at a VDU, the image is so bright that it projects itself onto his/her face (see *Alien*, 2001, *Jurassic Park*).
• Either a *Jacob's Ladder* or a *Van Der Graaf Generator* is absolutely necessary for the operation of new, experimental computers (especially
when built by brilliant scientists), although in real life, these devices do absolutely nothing.

- One can issue any complex set of commands in a few keystokes (see *Star Trek*).
- The internet connects to everything in the movies. You can edit credit records, search hotel registries, lookup police criminal files, search (and edit) drivers license databases, edit social security files and more just using the internet! (see *The Net*)
- Smashing the VDU prevents the whole system from working (see *Speed*).
- You can launch nuclear missiles from any bedroom using an analog modem, but only if you know a single secret password (see *War Games*).

[Source: http://www.annoyances.org/exec/show/article09-127 ]