



**University of West Georgia - College of Education
Onsite Agenda: 10-2-2013**

Meeting Agenda			
Time	Duration	Participants / Area	Focus
9:00 - 10:00	1 Hour	AC Faculty Qualifications	<ul style="list-style-type: none"> Faculty Qualifications Customizations Dean's Conference Room
10:00 - 11:30	1.5 Hours	University supervisors and other interested faculty Video Annotations	<ul style="list-style-type: none"> Video Annotations in FEBs Q/A (Complete Process) Best Practices / Student Help Ed Center 5
11:30 - 12:30	1 Hour	Lunch	
12:30 - 3:00	2.5 Hours	OFE (FE Module)	<ul style="list-style-type: none"> Presentation of new enhancements NG FE Reports UWG Issues/ Q-A Information session Ed Center 229
3:00 - 4:00	1 Hour	Open to all program coordinators and PALS: Generating Reports	<ul style="list-style-type: none"> Program Coordinators Reports PALS Enhancement Requests Ed Center 226
4:00 - 5:00	1 Hour	Open Session for Students / Faculty On using Presentation Portfolios	<ul style="list-style-type: none"> Presentation Portfolios Open help sessions Ed Center 4 & 5



**University of West Georgia - College of Education
Onsite Agenda: 10-3-2013**

Meeting Agenda			
Time	Duration	Participants / Area	Focus
9:00 – 10:30	1.5 Hours	Advisors / Admissions	<ul style="list-style-type: none"> • Advisement Functions • Transition Point management • Q/A Ed Center 229
10:30 – 11:30	1 Hour	Open to all program coordinators and PALs Generating Reports	<ul style="list-style-type: none"> • Program Coordinators Reports • PALS • Enhancement Requests Ed Center 225
11:30 – 12:30	1 Hour	Lunch	<ul style="list-style-type: none"> • Working Lunch • Misc. Items
12:30 – 1:45	1.25 Hours	Open Session for Faculty and Staff Basic Overview of Tk20	<ul style="list-style-type: none"> • Presentation on Tk20 • Capabilities • Implementation Status Ed Center 5
1:45 – 4:00	2.25 Hours	Faculty groups who use or are considering Portfolios Portfolios / Assessment Strategies	<ul style="list-style-type: none"> • Presentation on Enhancements • UWG / Current Issues • Information Gathering Ed Center 5
4:00 – 5:00	1.25 Hours	Open Session for Students / Faculty On using Presentation Portfolios	<ul style="list-style-type: none"> • Presentation Portfolios • Open help sessions Ed Center 5