Spring 2022 Instructors, DoIT is here to help you!

Stony Brook’s Spring Semester starts on January 24, 2022.

This newsletter is for instructors who are interested in using technology with their classes this Spring and contains additional information:

- **Topics Include:**
  - Access
  - Classroom Technology Services & Support
  - University Events Calendar
  - Online Resources (Research)
  - Technical Services/Helpdesk (for IT-related issues)

Please maintain online universities so that we keep current. If you have questions or need assistance, please visit one of our service desks in Frey Hall 118 (for Frey rooms only); Frey Hall 112 (all other West Campus Buildings) or HSC Level 2, Room 2-270. Call 631-632-9400 (All West Campus except Frey); 631-632-9499 (Frey); 631-444-3230 (HSC). For more information or for access into the materials, please contact the Classroom Technology Services & Support.

Classroom Technology Services & Support offers assistance with classroom technology for all instructors. For more information or to schedule a visit, please visit the IT status page.

Are you familiar with the technology in your classroom?

If you would like to become familiar with the technology in your Spring 2022 classroom, you can schedule a visit before the semester begins. There are different options available based on the classroom type.

1. **Schedule a Visit**
   - Contact the Classroom Technology Services & Support
   - Submit a request to register
   - Tuesdays and Thursdays (9:00 AM - 1:00 PM)
   - Visit one of our service desks in Frey Hall 118 (for Frey rooms only); Frey Hall 112 (all other West Campus Buildings) or HSC Level 2, Room 2-270. Call 631-632-9400 (All West Campus except Frey); 631-632-9499 (Frey); 631-444-3230 (HSC).

2. **Arrange a Demonstration Meeting**
   - Email the Classroom Technology Services & Support
   - The Demonstrations will be conducted during normal business hours.
   - Visit one of our service desks in Frey Hall 118 (for Frey rooms only); Frey Hall 112 (all other West Campus Buildings) or HSC Level 2, Room 2-270. Call 631-632-9400 (All West Campus except Frey); 631-632-9499 (Frey); 631-444-3230 (HSC).

New equipment reservation platform coming soon, piloteers wanted!

We are piloting an online reservation system for portable classroom technology this Spring 2022 called Webcheckout. More information for the system and the process you will follow during equipment rentals is available if you are teaching in a classroom that has an embedded projector. To find out if your classroom is equipped with an embedded projector, this information is available in the Classroom Technology Services & Support classroom equipment guide. If you are teaching in a classroom that does not have an embedded projector, you can request the technology rental during normal business hours.

Please share this information with your students!

Technology Resources

Instructors interested in learning more about something can choose from:

1. **Technology Training**
   - Online courses and workshops in emerging digital literacy skills on-

2. **Technology Trainings**
   - Online trainings and workshops on emerging digital literacy skills on-

3. **Technology Resources**
   - Online resources and workshops on emerging digital literacy skills on-

Instructors interested in learning more about what is happening at Stony Brook can choose from:

1. **Subscriptions**
   - Subscribe to our email list.

2. **Tech Station**
   - Subscribe to our Emerging Technologist blog.

3. **Contact Us**
   - Submit a ticket through our service portal.

Do you need help with a technology system or are you wondering if it’s down?

Instructors can try our self-help materials, which are available on our web site, or contact their local Classroom Technology Services & Support office.

Before you contact your local Classroom Technology Services & Support office, please review the enclosed information and let us know if you need assistance!

Please view the enclosed information and let us know if you need assistance!