INDEX (Page numbers in parenthesis).

- Security
  - Maximum Number of Email Recipients in 24 Hours (2)
  - Hoax Alert: Overdue Notice (2)
  - Hoax Alert: ITS Support (3)

- Windows Corner
  - Windows Shortcuts (3-4)

- Mac Corner
  - Apple Shortcuts (4-5)

- Department IT News
  - Web Server Statistics: September 2014 (5-6)
  - YouTube Channel Creation / Statistics (6-7)
  - Facebook Site Creation / Statistics (7)
  - Department Online Calendar (7)
  - Embed Calendars into Drupal Pages (8)
  - Web Pages (8)
  - Department 201, 401, 601, 801 Smart Conference Rooms (8)
  - Items for Conference Room Upgrades (9)
  - Dell Certifications (9)
  - Videos of Department Chair Candidates (9-10)
  - Dropbox Status (10)
  - Computer Inventory (10-11)
  - Off Campus Equipment Forms (11)
  - Computer Items for Checkout (11-12)
  - Computer Orders (12)
  - Attended UK IT Security Working Group Meeting 9-24-2014 (12)
  - Attended Web Publishers Meeting 9-30-2014 (12)
  - Video Recordings in September (12)
  - Video Conferences with Princeton (13)
  - Technology Notices Emailed to the Department (13)
  - SharePoint (13)

- College IT News
  - Garrigus Room 108 Smart Classroom Renovation (14)

- UK IT News
  - Service Desk Announcements (14)
  - Audio/Visual Services (14-15)
  - Web Conferencing (15)
  - System Status (15)
  - Blackboard Status (15)
  - Online UK Forms (15-16)
  - SAS Expiration (16)

- Java Errors in SAS (16)
- New Technology: Laser Projectors (16)
- OneDrive File Size Increased to 10 gb (16-17)
- Training: Technology Workshops at UK (17)
- Resources for Obtaining UK Equipment
  - UK Surplus (17-18)
  - Federal Excess (18)
  - UK Ebuy (18)
- Software Downloads from http://download.uky.edu
  - PC (18-20)
  - MAC (20)
- UK Contacts for Department, College, and University (21)
SECURITY: MAXIMUM NUMBER OF EMAIL RECIPIENTS IN 24 HOURS

Exchange email users are limited to sending email to 250 users in 24 hours, in order to reduce spam. When sending to multiple email addresses on a regular basis, consider using distribution lists or listserv. If limits are reached, email kveach@uky.edu to increase the maximum amount of users that mailboxes can send to.
Create and edit a distribution list
Create and edit a listserv
http://lsv.uky.edu/
Web page regarding the 250 recipients in 24 hours
http://uknow.uky.edu/content/email-limits-set-reduce-spam

SECURITY: HOAX ALERT OVERDUE INVOICE

The below hoax email circulating at UK. Do not open the attachment, and delete the forwarded email immediately if received.

***Begin Hoax Email***
From: Mauro Reddin [mailto:o-r-d-e-r-@-z-o-d-i-a-c-s-a-l-e-s-p-o-m-o-t-i-o-n-s-c-o-u]
Sent: Monday, September 15, 2014 8:48 AM
To:
Subject: Overdue invoice #67738850

Morning,

I was hoping to hear from you by now. May I have payment on invoice #13687253706 today please, or would you like a further extension?

Best regards,
Mauro Reddin
+447573424118
<invc_2014-09-15_76689009765.arj>

***End Hoax Email***

If the attachment has been opened, contact kveach@uky.edu with the location of the computer.

--------------
SECURITY: HOAX EMAIL – ITS SUPPORT

A hoax is circulating at UK that identifies your mailbox is full. Disregard and delete the forwarded email, if received.

**BEGIN HOAX EMAIL ALERT***

From: Ray Brown [mailto:ra-ys-d@k-o-m-u-s]
Sent: Wednesday, September 17, 2014 1:11 PM
To: Ray Brown
Subject: RE: ITS-SUPPORT (Mailbox almost full)

Your mailbox is almost full.

465MB

Dear mailbox user,

Please be informed that your mailbox is almost full. You are required to increase your mailbox quota size. Click ITS-SUPPORT to fill out the requirements to automatically increase your mailbox quota size.

NOTE: failure to do this will result to you not being able to receive messages.

ITS help desk

© 1995 - 2014 Outlook Communications.

*****

This email and any files transmitted with it are confidential and intended solely for the use of the St. Joseph School District or the entity to whom they are addressed. If you have received this email in error please notify the system manager and delete this message immediately. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not distribute or copy this e-mail.

***END HOAX EMAIL ALERT***

If the above email was received and the link clicked on, notify kveach@uky.edu of the computer location.

_____________

WINDOWS CORNER: WINDOWS SHORTCUTS

The following are shortcut keys for Windows based computers that can improve efficiency:

Copy/Paste
Ctrl X – Cut a selection (text, image, object)
Ctrl V – Past an item
Ctrl Y – Undo the last action
Ctrl A – Select all items

Security
Windows key L – Lock the screen
Windows Operating System
Alt Tab – Switch between open programs
Windows key F – Search the computer
Alt F4 - Close the active window
Alt Print Screen – Copy the current window to the clipboard to paste elsewhere
Ctrl Print Screen– Copy the entire screen to the clipboard to paste elsewhere
Esc – Close dialog box
Windows P – Alternate external displays (mirror display, extend display, etc..)
Windows Space key – Cycle through installed languages

Documents
Ctrl Shift Arrow key – Select the word to the left or right of the cursor
Home – Go to the beginning of a line
Ctrl Home – Go to the beginning of a document
End – Go to the end of a line
Ctrl End – Go to the end of a document
Ctrl Arrow (left/right) – Move the cursor to the front of the current word or next word.
Ctrl left arrow – Move the cursor to the previous word
Ctrl right arrow – Move the cursor to the next word.
Up/Down key – Move to the previous or next line in a document
Page Up/Page Down key – Scroll through a document 1 page at a time.
Ctrl F – Open the search dialog in the current document
Ctrl H – Open the search/replace dialog
Ctrl B – Bold the current selection
Ctrl U – Underline the current selection
Ctrl I – Italicize the current selection

Web browser
Alt D – Move the cursor to the address bar
Ctrl +/- - Zoom in or out on the page
Ctrl T – New web tab for multiple web page view
Ctrl W – Close the current tab

MAC CORNER: APPLE SHORTCUTS

Shortcuts to improve efficiency on computers running on Apple operating systems are the following:
Cmd Z – Undo last action
Shift Cmd Z – Redo last action

Copy/Paste
Cmd X – Cut selection
Cmd C – Copy election
DEPARTMENT IT NEWS: WEB SERVER STATISTICS - SEPTEMBER 2014

During September 2014, the Animal & Food Sciences department had the following web statistics:

afs.ca.uky.edu
Date: Sep. 1-30, 2014
Page views: 14,064
Pages/session: 3.3
Average duration: 2:32 minutes
Change from last year: increase of 1,776
Country of origin: US 79.3%
India: 2.2%
China: 2%
Canada: 2%
United Kingdom: 1%

www.uky.edu/Ag/AFS
Date: Sep. 1-30, 2014
Page views: 1,657
Pages/session: 2.13
Average duration: 1:32 minutes
Country of origin:
  US: 64%
  Canada: 1.2%
  India: 1.2%

Total Views (afs.ca.uky.edu + www.uky.edu/Ag/AFS): 15,721

DEPARTMENT IT NEWS: YOUTUBE CHANNEL & STATISTICS

A Youtube video channel has been created for the department at the following address:

https://www.youtube.com/user/UKAnimalFoodSciences/

Videos are separated into department sections, and are from the Ag Communications Youtube channel at https://www.youtube.com/user/UKAgriculture .

Some of the top viewed videos are the following:

<table>
<thead>
<tr>
<th>Videos</th>
<th>Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milking Procedures for Maximum Milk Quality</td>
<td>311,521</td>
</tr>
<tr>
<td>Beef Retail Fabrication</td>
<td>57,710</td>
</tr>
<tr>
<td>How to Cure a Country Ham</td>
<td>26,460</td>
</tr>
<tr>
<td>Virtual Dairy Farm Tour - Tim Elkins (1 of 2)</td>
<td>19,276</td>
</tr>
<tr>
<td>Virtual Dairy Farm Tour - Tim Elkins (2 of 2)</td>
<td>8,417</td>
</tr>
<tr>
<td>Sheep Shearing School</td>
<td>6,163</td>
</tr>
<tr>
<td>Sleeping Cows on Compost Bedded Pack</td>
<td>5,915</td>
</tr>
<tr>
<td>Beef Cattle Procedures</td>
<td>4,184</td>
</tr>
<tr>
<td>Demo of How to Palpate Cow</td>
<td>3,446</td>
</tr>
<tr>
<td>Sheep Fabrication - Retail Cuts</td>
<td>2,084</td>
</tr>
<tr>
<td>Pork Fabrication - Retail Cuts</td>
<td>1,981</td>
</tr>
<tr>
<td>Cheese Making School</td>
<td>1,727</td>
</tr>
</tbody>
</table>

If additional videos need to be added, send me the following information:
DEPARTMENT IT NEWS: FACEBOOK SITE CREATION/STATISTICS

The UK Department of Animal and Food Sciences has a Facebook page at http://www.facebook.com/UKAnimalandFoodSciences. News stories and events are added to the Facebook page to create more publicity for the Department.

The following are statistics on the Facebook page (9/25/2014-10/17/2014; 9/26 at 5:15 Facebook was advertised to the Department):

Likes: 108
Total Reach (unique computer Views): 210

Top 5 Reach (Views)
1. UK Ag Professor named in top 40 under 40 404
2. Department has a Youtube channel 82
3. Grazing conference offers cutting-edge information 60
4. UK Superfund receives $12.2 million grant 52
5. Virtual exercise to prepare animal resource coordinators... 36

Information on creating Facebook sites is available at the following address: http://marketing.ca.uky.edu/facebook

Notice under step 6 of the section “How to Set Up Your Own Professional UK Facebook account” requires approval from UKPR (Whitney Hale wshale0@email.uky.edu) for Facebook accounts.

DEPARTMENT IT NEWS: DEPARTMENT ONLINE CALENDAR

An online calendar is available for the Department of Animal and Food Sciences at the following location:

http://afs.ca.uky.edu/Calendar

Please send events to promote on the calendar to kveach@uky.edu in the following format:

Event:
Date:
Time: (Proposed start and end)
Description:
Link: If a link is available, a link to more information can be added
DEPARTMENT IT NEWS: EMBED CALENDARS INTO DRUPAL PAGES

Web page calendars can help organize several activities. Separate calendars can be created for department sections. If a department section wishes to add a calendar to a web page, contact kveach@uky.edu.

DEPARTMENT IT NEWS: WEB PAGES

Department sections currently on the www.uky.edu web server are being worked with to transfer to the Drupal server. Feedback from these sections is appreciated to transfer pages. Student teams and clubs have been worked with toward creating web pages, and initial template pages created for them to start with.

DEPARTMENT IT NEWS: GARRIGUS 201, 401, 601, 801 CONFERENCE ROOMS

Conference rooms on the 201, 401, 601, and 801 have been upgraded with equipment. The following lists capabilities of the rooms:

- Room 201
  - **Internet**: Wired/wireless internet access
  - **Computer**: Dell Optiplex computer (**Added in September**)
  - **Projector**: Epson EX7220 projector with wired/wireless audio/video capabilities
  - **LCD**: Toshiba TV
- Room 401
  - **Internet**: Wired/wireless internet access
  - **Projector**: Epson EX7220 projector with wired/wireless audio/video capabilities
  - **LCD**: Seiki 65” tv
  - **Computer**: Dell Optiplex 755
  - **Input**: Logitech MK 330 wireless keyboard/mouse
- Room 601
  - **Internet**: Wired/wireless internet access
  - **Projector**: Epson EX7220 with wired/wireless audio/video capabilities
  - **Computer**: Dell Optiplex
  - **LCD**: 65” Samsung large screen tv
  - **Video**: Logitech HD Webcam C920 web camera
  - **Microphone**: MXL AC-404 USB powered tabletop microphone
  - **Input**: Logitech wireless MK710 wireless keyboard and mouse.
- Room 801
  - **Internet**: Wired/wireless internet access
  - **Computer**: Dell Optiplex
  - **LCD**: Large screen tv
DEPARTEMNT IT NEWS: ITEMS FOR CONFERENCE ROOM UPGRADES

Items to improve conference rooms, include the following:

- Wireless Keyboard / Mouse
- Logitech Wireless MK710-Mouse/Keyboard (3 yr battery life)
- Webcam
- Logitech C920-C webcam, Full HD (1080p)
- Microphone
- MXL AC-404 USB powered tabletop microphone
- Wireless Presenter
- Targus Wireless Presenter w/Laser Pointer
- USB Hub
- Targus 7-Port USB 3.0 Combo Hub - 7 ports – desktop

DEPARTMENT IT NEWS: DELL CERTIFICATIONS

Kevin Veach has been awarded the following Dell certifications (active in 2014):

- Dell Notebook Certification (2014)
- Dell Desktop Certification (2014)
- Dell Tech Direct Policies and Procedures Certification (2014)
- Dell Online Self Dispatch Policies & Procedures Certification (2013-2014)
- Dell Online Self Dispatch Desktop Certification (2013-2014)
- Dell Online Self Dispatch Notebook Certification (2013-2014)
- Dell Online Self Dispatch Printer Certification (2013-2014)
- Dell Online Self Dispatch PowerConnect Server Certification (2013-2014)
- Dell Online Self Dispatch Printer Certification (2013-2014)

DEPARTMENT IT NEWS: VIDEOS OF DEPARTMENT CHAIR CANDIDATES

Videos of the Animal & Food Sciences Department chair position candidates are available at the following locations:

- Dr. Anthony Pescatore (8/28)
  “Future Opportunities, Challenges, and Needs Facing the Department of Animal and Food Sciences: A Personal Assessment”
- Dr. Richard Coffey (9/10)
  “My View of the Department of Animal and Food Sciences”
Dr. Darrh Bullock
“The Future of UK’s Animal and Food Sciences Department as Seen Through the Eyes of an Optimist”
http://video.ca.uky.edu/videos/video/1126/

DEPARTMENT IT NEWS: DROPBOX STATUS

Current storage limit: 10 tb (increased on request to larger sizes)
Amount used on 10/1/2014: 715 gb
Number of users: 9
Dropbox Administrator: Kevin Veach

DEPARTMENT IT NEWS: COMPUTER INVENTORY

UK computers will be inventoried in the upcoming months. Please make sure to scan ALL computer items, even those not on inventory, and especially any items that have moved locations.

The following are computer inventory numbers from active inventory in the online Ebars system:

- eBARS UK Computer items: 194 (manual sorting)
  - Ag North: 1
  - Garrigus: 151
  - Wethington Allied Health: 8
  - Ag Engineering: 4
  - Dairy Office Classroom: 4
  - Barn 5 MO Storage: 1
  - Beef Handling Facility: 1
  - Beef Nutrition Center: 1
  - Beef Intensive Research: 8
  - Swine Headquarters: 1
  - Princeton: 10
  - 176 Pasedena: 2
  - Desktops: 106
    - PC: 102
    - Apple: 3
  - Laptops: 83
    - PC: 74
    - Apple: 9
  - Windows: 176
  - Apple: 12
  - Printers: 2
  - Projectors: 2
  - Film Processor: 1

- Federal Excess computer items: 15
Desktops:
- PC (3):
  - Room 412: 3 PC compatible desktops
- Apple:
  - Room 412: 4 desktops, 2 monitor

Laptops:
- PC:
  - Room 412: 2 PC compatible laptops
- Apple:
  - Room 412: 4 Apple laptops

Computers Acquired this year from other sources at UK, are the following:
- Regulatory Services (4/2/14):
  - 12 Dell Optiplex 755 desktop Computers ($14,484 orig cost)
  - 12 monitors
- UK PR (7/2/14):
  - 4 Dell Optiplex 780 desktop computers (Over $4,000)

- Totals 225: inventory items
  - 194 eBARS Computer related inventory
  - 15 Federal excess computer items
  - 16 Computers added this year

225 Inventoried computer items

- Additional computers costing under $1,000 without UKID numbers have been acquired by the department.

____________________

DEPARTMENT IT NEWS: OFF CAMPUS EQUIPMENT FORMS

Computer equipment belonging to UK that is used off campus needs to have an Off Campus Equipment Report Form filled out for the item. The Off Campus Equipment Report Form is available at http://www.uky.edu/eforms/forms/offcamp.pdf. Please note the form requires signature of the Department chair.

____________________

DEPARTMENT IT NEWS: COMPUTER ITEMS FOR CHECKOUT

The following products are available for the department to use:

- Panasonic HDC-HS900 (http://shop.panasonic.com/shop/model/HDC-HS900K)
  - 220 gb hard drive (up to 1080/60p: 18 hours, 30 minutes; HA: 29 hours; HG: 37 hours, 30 minutes; HX: 57 hours, 30 minutes; HE: 94 hours)
  - Image stabilization
  - SD/SDHC/SDXC Memory Card capable
• Azden 325 ULH Wireless Sound System
  o Wireless Handheld Microphone
• Wireless Head Mount Microphone for use with the wireless sound system
• Power inverter - Use the electric devices through car cigarette lighters.
• WM-PRO – Wireless Transmitter
• WR-PRO – Wireless Receiver for 3.5 mm jack input (camera or microphone input as computer)

DEPARTMENT IT NEWS: COMPUTER ORDERS

During September 2014, the following are statistics for computer orders:

• Desktop computers: 2 (Dell)
• Laptop computers: 2 (Dell)
• Peripherals: 2

DEPARTMENT IT NEWS: ATTENDED UK IT SECURITY WORKING GROUP MEETING 9-24-2014

UK network security related items were discussed during the UK IT Security Working Group meeting, including network discovery items to be implemented to discover types of data being transmitted over the network. Data itself would remain private, but types of data would be discovered.

DEPARTMENT IT NEWS: ATTENDED WEB PUBLISHERS MEETING 9-30-2014

The following was discussed at the Web Publishers meeting dated 9-30-2014:
• Acquia – Simplifies Drupal setup
• UK web publishing on non UK servers is against
• The person responsible for the graduate student’s web site was informed about the experience migrating to Drupal within the Animal & Food Sciences Department, and 6 month emails to review sites.
• The Web Publishers Group was reminded of sites to look for broken links.
• The group was informed about the Department of Animal & Food Sciences calendar addition, and Department Facebook account.

DEPARTMENT IT NEWS: VIDEO RECORDINGS IN SEPTEMBER

• September total videos recorded: 8
  o Chair Position Candidates: 2
  o Food Science Candidates: 3
DEPARTMENT IT NEWS: VIDEOCONFERENCING WITH PRINCETON

Three video conferences were held with Princeton to display the Department chair position candidate seminars. Videoconferences and class presentations can be recorded from Cameron Williams lecture hall at the Plant & Soil Sciences building in a variety of formats, including the following:

1. Monitor screen only with audio input (podium mic and wireless lapel mic available)
2. Video input of the stage including screen
3. Split screen with monitor output, and other sources video.
4. Split screen with Cameron Williams stage video and Princeton video

If additional videoconferences are needed, contact kveach@uky.edu.

__________________________

DEPARTMENT IT NEWS: TECHNOLOGY NOTICES EMAILED TO THE DEPARTMENT

During September, the following technology emails were sent to or in regards to the department:

- Security notices: 2 (9/15)
- Blackboard: 1 (9/23)
- Web updates (news stories, newsletters, links) added to sections: 6 (9/5 Swine, 9/11 Department, 9/22 Sheep, 9/22 Swine,
- SAS Expiration: 1 (9/23)
- JMP License 2 (9/11, 9/12)
- Video recordings available: 3 (9/16, 9/22, 9/31)
- Technology Newsletter: 1 (9/5)

__________________________

DEPARTMENT IT NEWS: SHAREPOINT

This is a reminder of the SharePoint site for storage, sharing and collaboration of data, and is currently being used for labs, projects, and storing department information for faculty to review. SharePoint has file size limitations of 250 mb that can be increased with justification. SharePoint groups can be created, to assign rights to full groups, instead of individuals. If a group is assigned access to multiple locations, and a person no longer needs access, they can be removed from the group. SharePoint is accessed with Link Blue username and password. If additional SharePoint locations or groups need to be created, let me know. SharePoint has been used by the department since requested on 4/2012, and has been used by the department for sharing data between faculty, Food Sciences section data sharing, lab data sharing, sharing between different organizations and UK faculty, and the department picture library (http://academics.uky.edu/COA/afs/Pictures1).

__________________________
COLLEGE IT NEWS: GARRIGUS ROOM 108 SMART CLASSROOM RENOVATION

The smart classroom in Garrigus, room 108 has been renovated to include the following:

- Dropdown screen
- New podium
- Fresh paint
- New chairs
- New document camera

UK IT NEWS: SERVICE DESK ANNOUNCEMENTS

The below information is available from http://www.uky.edu/ukit/help

- New versions of Adobe software is available for departmental and staff use at http://download.uky.edu after login, and choosing Adobe Educational Agreement download icon.

UK IT NEWS: AUDIO VISUAL SERVICES

Audio Visual Services provides support for multimedia technology at UK, including many classrooms. Equipment available for checkout through Audio Visual Services, includes the following:

- 6' tripod projection screen
- 8' tripod projection screen
- Audience Response System (TurningPoint)
- Digital Audio Recorder
- Document Camera
- DVD or VHS player
- DVD Recorder
- Laptop Computer
- Microphone (wired and wireless models available)
- Portable PA Podium with mic
- PA system
- Conference Phone
- Poster easel
- Powered Speaker
- Video Camera
- Video/Data Projector
- Smart Cart (PC w/wireless network adapter, Data Projector, VHS/DVD Player, audio)
More information is available at http://www.uky.edu/ukit/avservices

UK IT: WEB CONFERENCING


- Tutorials on using Lync
  http://wiki.uky.edu/lync/Videos/Home.aspx

- Adobe Connect Basics
  https://www.uky.edu/acadtrain/connect/GettingStarted

UK IT NEWS: SYSTEM STATUS

The System Status (http://www.uky.edu/ukit/help/system-status) web page that indicates status of communications and network access, including Blackboard, email, internet, telephone, and spam status. The following are reports on 10/3 on the System Status page:

- Blackboard: Some users continue to experience problems.
- Echo 360: There is a problem with Echo 360 recordings automatically publishing to Blackboard.

UK IT NEWS: BLACKBOARD STATUS

In September, UK Blackboard users experienced problems with slow login, and other intermittent problems. The Blackboard status has improved for many accounts, although UKIT is asking faculty experiencing Blackboard problems to perform the following:

1. Choose a time to see how Blackboard is performing for you.
2. Visit http://go.uky.edu/bbreport and read through the 8 brief questions.
3. Login to Blackboard and jot down the server you are on (see survey for how to easily spot that information on the MyBb page).
4. Perform tasks that have been problematic.
5. Respond to the survey. Please respond even if you do not have difficulty during a particular session. We need successful details, as well.

UK IT NEWS: ONLINE UK FORMS

A location that stores many forms at UK that are indexed by letter is available at http://www.uky.edu/eForms/alphaindex.php?dept=IT
Examples of forms that are available at this location include Computer Accounts Form, Room Reservation Form, Declaration of Minor Application Form, Direct Deposit Authorization, and ID Card Request.

_____________

UK IT NEWS: SAS EXPIRATION

Registered SAS users will be notified of a SAS license renewal file being available through UKIT before the October 31 deadline, when SAS will cease to operate. Emails will be sent by UKIT, with instructions for applying the SAS license file to renew SAS.

_____________

JAVA ERRORS IN SAS

Sas requires 32 bit version of Java Runtime Environment (JRE), even on a 64 bit computer. The following error messages may occur the Java Runtime Environment (JRE) is incorrect:

ERROR: The Java proxy is not responding.
ERROR: Unable to load the Java Virtual Machine
Please see the installation instructions or system administrator.

or

ERROR: The Java proxy is not responding,
ERROR: The Java proxy’s call to start the VM failed.
While problems with SAS are being researched, SAS can be used online at

http://www.uky.edu/ukit/labs/VirtualDEN
Login > Statistical Software folder > SAS

_____________

NEW TECHNOLOGY: LASER PROJECTORS

Computer projectors have been introduced that use lasers to display output, as the Epson LS10000. Advantages of lasers include the following:

- Longer life (Up to 30,000 hours on the Epson LS10000)
- Better resolution, because images aren’t pixelated.
- Absolute black
- Comparable to 4K color

_____________

ONEDRIVE FILE SIZE INCREASED TO 10 GB

The Microsoft Cloud storage provider Onedrive that is available in Microsoft applications, has increased individual file size uploads to from 2 gb to 10 gb. Additional features of Onedrive include the following:

- Upload speeds have also increased to make uploading content to Onedrive quicker for syncing.
- Create links to shared files for easy access in Windows 7 and 8, instead of logging into the web site.
Ease of sharing a links to a file, files or folder by right clicking and choosing “Share a OneDrive link”. The link can be pasted into email or other communication methods.

TRAINING: TECHNOLOGY WORKSHOPS AT UK

Web based courses are available through the Human Resources eTraining web site at [http://www.uky.edu/HR/etraining/](http://www.uky.edu/HR/etraining/). Enter your email username/password to see the classes offered.

Human Resources Training & Development ([http://hr.uky.edu/TandD/calendar.php](http://hr.uky.edu/TandD/calendar.php)) offers classes in March at 106 McVey Hall, but registration is required. The following are classes currently offered:

- 11/4 Excel: Introduction (9:00 – 11:30 am)
- 11/4 Acrobat Pro: Introduction (1:30 – 4:00 pm)
- 11/5 Access: Import and Export Data (9:00 – 11:00 am)
- 11/5 Photoshop: Introduction (1:30 – 4:00 pm)
- 11/6 Dreamweaver: Introduction (9:00 – 12:00 pm)
- 11/11 Excel: Functions and Filters (9:00 – 11:30 am)
- 11/11 Acrobat Pro: Forms and Security (1:30 – 4:00 pm)
- 11/12 Access: Forms (9:00– 11:30 am)
- 11/12 Photoshop: Advanced Editing (1:00 – 4:00 pm)
- 11/13 Dreamweaver: Designing with CSS (9:00 – 12:00 pm)
- 11/17 Captivate: Advanced Interactions (1:00 – 3:00 pm)
- 11/18 Excel: Charts and Graphs (9:00 – 11:00 am)
- 11/18 Excel: DSUM and Lookup (1:30 – 2:30 pm)
- 11/18 Excel: Macros (3:00 – 4:00 pm)
- 11/19 Access: Reports (9:00 – 11:30 am)
- 11/19 Photoshop: Motion Graphics & Animation (2:00 – 4:00 pm)
- 11/20 Flash: Introduction (9:00 – 12:00 pm)
- 11/20 InDesign: Introduction (1:00 – 4:00 pm)

RESOURCES FOR OBTAINING EQUIPMENT

UK equipment is available for UK faculty/staff/students use from a variety of sources, as the following:

- **UK Surplus** ([https://sharepoint.uky.edu/facilities/surplus/default.aspx](https://sharepoint.uky.edu/facilities/surplus/default.aspx))
  - Can be picked up the same day, and there is no cost for equipment.
  - Equipment can be viewed/picked up at building B0017 Reynolds Warehouse #1 at 349 Scott Street, Lexington, KY
  - Examples of equipment available, include the following:
    - Computer equipment (ex. computers, screens, etc...)
    - Scientific equipment
- Office equipment (ex. chairs, desks, typewriters, etc...)

- Federal Excess ([http://www.ca.uky.edu/fm/federalexcessproperty.php](http://www.ca.uky.edu/fm/federalexcessproperty.php))
  - Items in at the Federal Excess building can be picked up. Items on the Federal Excess web site can be delivered, which may take time, and shipping cost may apply.
  - Jesse Smith at 1995 Research Farm Rd, Lexington, Ky
  - Large selection of items available from on campus federal excess or items available from federal excess nationally.
  - Examples of equipment available, include the following:
    - Computer equipment (ex. computers, screens, etc...)
    - Scientific equipment
    - Office equipment (ex. chairs, desks, typewriters, etc...)

- UK Ebuy ([http://www.uky.edu/ebuy](http://www.uky.edu/ebuy))
  - Links to preferred vendors are available
    - Dell ([http://www.uky.edu/Purchasing/ebuy/dellcontact.php](http://www.uky.edu/Purchasing/ebuy/dellcontact.php))
    - Software ([http://www.uky.edu/Purchasing/ebuy/software.php](http://www.uky.edu/Purchasing/ebuy/software.php))
    - Apple ([http://www.uky.edu/Purchasing/ebuy/apple.php](http://www.uky.edu/Purchasing/ebuy/apple.php))
    - Accessories ([http://www.uky.edu/Purchasing/ebuy/periph.php](http://www.uky.edu/Purchasing/ebuy/periph.php))
    - Printers ([http://www.uky.edu/MPS/devicelist](http://www.uky.edu/MPS/devicelist))
    - MoreDirect ([http://www.moredirect.com/uk](http://www.moredirect.com/uk))
    - CDW-G ([http://www.cdwg.com/uk](http://www.cdwg.com/uk))

------------

SOFTWARE DOWNLOADS FROM [HTTP://DOWNLOAD.UKY.EDU](http://download.uky.edu)

The following programs are available to be installed on UK computers from [http://download.uky.edu](http://download.uky.edu):

PC:
- Operating Systems
  - Windows 7 Enterprise (32 & 64 bit versions)
  - Windows 8.1 Enterprise (32 & 64 bit versions)
- Adobe Acrobat XI – Modify/Create/Save PDF files.
- Adobe Acrobat Reader – View PDF files created through Adobe Acrobat.
- Adobe Captivate – Screen capture software
- Adobe Creative Cloud
- Adobe Photoshop Elements 12 – Create/manipulate/save images (less options than Photoshop)
- Adobe Designer 11 – Create Fillable dynamic PDF forms
- Adobe Dreamweaver – Create advanced web pages
- Adobe Flash – Create detailed animation, and timelines.
- Adobe Photoshop – Advanced image manipulation program.
- Adobe Illustrator – Image editing tool.
- Adobe Fireworks – Add special effects to graphics/animations.
- Adobe Presenter – Create immersive PowerPoint presentations
• Adobe Shockwave Player for Windows – Play Shockwave files
• Amos 21 – Structural equation modeling using SPSS data formats
• Amos 22 – Structural equation modeling using SPSS data formats
• Business Objects XI 3.0 Client – Client for the IRIS system
• Cisco VPN (32 & 64 bit) - Remotely connect to the UK network
• Cisco Unity Connection ViewMail for Outlook (32 & 64 bit)
• Echo 360 Personal Capture - capture video, audio, screen for storage on the web
• EndNote X6 - Bibliography software/citation management
• ESRI ArcGIS Desktop v10.0
• ESRI ArcGIS Server v10.0
• ESRI ArcGIS Spatial Database Engine (SDE) v10.0
• Hana Client (32 & 64 bit)
• JMP Genomics 6.0 (32 bit & 64 bit)
• JMP 10 for Windows – Statistical Analysis Program
• Kurzwell 3000 Learnstation 11.0 – Dissability resource
• Lucent Voice Player -
• Macromedia Authorware Player for Windows – Play Authorware files
• Microsoft Lync – Communications software for sharing voice/video/data/applications
• Microsoft Office 2010 (32 & 64 bit) -
• Microsoft Office 2013 (32 & 64 bit) –
• Microsoft System Center Endpoint Protection 2012 (32 & 64 bit) – Antivirus program
• Remote Poll 1.3 – Poll classes over the internet. Can be used with Blackboard
• Respondus 4 – Enhance Blackboard exam and survey tools
• Respondus Lockdown Browser 1.0 – Custom browser to lock down the testing environment in Blackboard
• Respondus StudyMate
• Sametime Connect – Chat application
• SAP GUI V.7.20 w/patch 9 – Administrative application
• SAS 9.3 (32 & 64 bit versions) – Statistical analysis program
• SAS 9.4 – Statistical analysis program
• SigmaPlot 12.3 for Windows – Statistical analysis program
• SPSS 21 for Windows – Statistical analysis program
• SPSS 22 for Windows (32 & 64 bit versions) – Statistical analysis program
• TSM Client 6.2.2.0 for Windows (32 & 64 bit) – Tivoli Storage Manager backup
• TurningPoint 5 for Windows – Audience evaluation software to poll an audience or class
• TurningPoint Anywhere 2.2 for Windows
• Xcelsius 2008 – SAP Business Object Tool to develop information dashboards
• Adobe Photoshop Elements for Windows 9
• Adobe Web Premium for Windows CS 6
• Adobe Design Premium for Windows CS 6
• Adobe Captivate for Windows (32 & 64 bit) 6
• Adobe Web & Design Premium for Windows CS 6
• Adobe Acrobat XI for Windows 11.0 – Create/edit PDF files
- Oracle 10g Client (Windows 2000/XP) – Connect Oracle database warehouse
- Office 2010 Professional Plus (32 & 64 bit)
- Office 2013 Professional Plus (32 & 64 bit)
- Microsoft System Center Endpoint Protection (32 & 64 bit)
- Kurzwell 3000 LearnStation 11.0 – Multi-sensory access for print, electronic, and web based material for students registered with the Disabilities Resource Center.
- UK Set KMS Utility – Set the Key Management Server, and attempts to authorize the computer.

Mac:
- Adobe Photoshop Elements 12 – Create/manipulate/save images (less options than Photoshop)
- Adobe Acrobat XI for Mac OS X 10.0 – Create/Edit PDF documents
- Adobe Captivate for Mac OS X 7
- Adobe Design Premium for Mac OS X CS 5.5
- Adobe Design & Web Premium for Mac CS6
- Cisco VPN Client for Mac OS X 10.4 – 10.6 (version 4.9.01.080) – Connect to UK networks
- Echo 360 Personal Capture for Mac – Capture audio/video
- EndNote X6 for Mac OS X - Bibliography software/citation management
- JMP 10 for Mac – Statistical Analysis Program
- Microsoft System Center Endpoint Protection Mac - Antivirus
- Lync for Mac 2011
- Office 2011 for Mac
- Respondus Lockdown Browser for Mac – Lock down a Blackboard browser testing environment
- SPSS 20 for Mac – Statistical analysis program
- SPSS 22 For Mac OSX – Statistical analysis program
- TSM Client 6.2.1.0 for Mac OS – Tivoli Storage Manager backup to a central server
- TurningPoint Anywhere 3.0.2 for Mac – Audience evaluation software to poll an audience
- TurningPoint 5 for Mac – Audience evaluation software to poll an audience
## TECHNOLOGY CONTACTS FOR DEPARTMENTS, COLLEGE, AND UNIVERSITY

<table>
<thead>
<tr>
<th>Department/Unit</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>Agricultural Economics</td>
<td>Karen Pulliam 7-7281, David Reese</td>
</tr>
<tr>
<td>Animal and Food Sciences</td>
<td>Kevin Veach 7-7510</td>
</tr>
<tr>
<td>Biosystems and Agricultural Engineering</td>
<td>Doug Carr 7-3000 x141</td>
</tr>
<tr>
<td>Community and Leadership Development</td>
<td>Bruce Gage 7-8933</td>
</tr>
<tr>
<td>Entomology</td>
<td>Brian Lauer 859.242.5283</td>
</tr>
<tr>
<td>Forestry</td>
<td>Darryl Cremeans 7-1396</td>
</tr>
<tr>
<td>Horticulture</td>
<td>Tom Shearin 7-5909</td>
</tr>
<tr>
<td>Landscape Architecture</td>
<td>Tom Shearin 7-5909</td>
</tr>
<tr>
<td>Plant and Soil Sciences</td>
<td>Michael Paddock 218-0750</td>
</tr>
<tr>
<td>Plant Pathology</td>
<td>Brian Lauer 859.242.5283</td>
</tr>
<tr>
<td>School of Human Environmental Sciences</td>
<td>Jessica Rishel 7-6476</td>
</tr>
<tr>
<td>Veterinary Science</td>
<td>Roy Leach 7-4757 x81132</td>
</tr>
<tr>
<td>Agricultural Communications Services</td>
<td>Jessica Rishel 7-6476</td>
</tr>
<tr>
<td>CES Administrative Group</td>
<td>Terry Evans 7-3335 x7781</td>
</tr>
<tr>
<td>Agriculture and Natural Resources</td>
<td>Terry Evans 7-3335 x7781</td>
</tr>
<tr>
<td>Office for Advancement</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>Family and Consumer Sciences</td>
<td>Brian Fitzpatrick 7-7775</td>
</tr>
<tr>
<td>International Programs</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>Kentucky Tobacco Research and Development Center</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>Livestock Disease Diagnostic Center</td>
<td>Stuart McCollum 253-0571,</td>
</tr>
<tr>
<td>Management Operations</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon, Terry Olson 254-1434</td>
</tr>
<tr>
<td>Program and Staff Development</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>Regulatory Services</td>
<td>Tony Benge 7-2785 x232</td>
</tr>
<tr>
<td>State 4-H Youth Development</td>
<td>James Leslie 7-7775</td>
</tr>
<tr>
<td>Student and Academic Services</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>The Tracy Farmer Center for the Environment</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>National Association of Agricultural Educators (NAAE)</td>
<td>Bruce Gage 7-8933</td>
</tr>
<tr>
<td>Arboretum</td>
<td>Scott Wells 351-8592, Chris Miles 351-8593, Matt Dillon</td>
</tr>
<tr>
<td>SMART Classrooms</td>
<td>Terry Evans 7-3335 x7781</td>
</tr>
<tr>
<td>CES District 1</td>
<td>VACANT 257-7605</td>
</tr>
<tr>
<td>CES District 2</td>
<td>David Niece 7-9511 x226</td>
</tr>
<tr>
<td>CES District 3</td>
<td>Rick Hayes 257-7463</td>
</tr>
<tr>
<td>CES District 4</td>
<td>Brian Schneider 257-7627</td>
</tr>
<tr>
<td>CES District 5</td>
<td>Belinda Williams 257-7365</td>
</tr>
<tr>
<td>CES District 6</td>
<td>John T Johnson 270-365-7541 x296</td>
</tr>
<tr>
<td>CES District 7</td>
<td>Richard Phelps 7-9505 x276</td>
</tr>
<tr>
<td>Robinson Station</td>
<td>Anthony Mullins 7-9511 x291</td>
</tr>
<tr>
<td>Research &amp; Education Center, Princeton</td>
<td>Freddie Higgins 7-9505 x235</td>
</tr>
</tbody>
</table>