REC110Y1: Recycling Electronics

NEW!

SECURITY GUIDELINES FOR PRINTERS AND PHOTOCOPIERS

LECTURE CAPTURE AND WEBCASTING SOLUTION

A solution for blended, inverted and online learning

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REC110Y1: RECYCLING ELECTRONICS

Look around your office for a moment... Do you see any old electronics laying around? That old computer; the box of used up batteries and the old printer cartridges don't really have to be part of your office decor. You can recycle them easily with U of T's Facilities and Services Department.

We all know how to recycle paper, glass and plastics... but what about electronics? They can be toxic to the environment and can't be just tossed out.

To help you de-clutter your office and get rid of the old electronics the responsible way, take a look at these tips.

Call Recycling: 946-5711

BATTERIES

All types of household and electronic batteries are accepted at the **following locations**.

PRINTER CARTRIDGES

Each cartridge has a return label. Return to manufacturer first or alternatively, request to be placed on Evergreen's pick-up list for regular pick-ups. Most companies that sell cartridges will also provide free recycing.

SMALL ELECTRONICS

Place your small electronics in a box and call recycling to arrange a pick-up. This service is free for small quantities.

CABLES
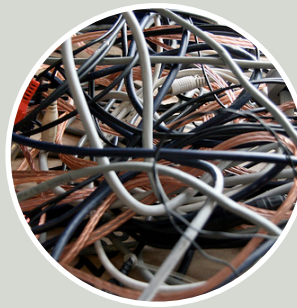
Cables can be treated as small electronics and placed in a box for a scheduled pick-up. Cables should not be placed in the garbage.

COMPUTERS AND HARDWARE

Single units can be scheduled for a free pick-up or they can be dropped off at the **Swap Shop**.

LARGE ELECTRONICS AND LARGE QUANTITIES

Items can be dropped off at the **Swap Shop** or a service order can be made for a pick-up. Fees apply for large quantities.

NEW!

SECURITY GUIDELINES FOR PRINTERS AND PHOTOCOPIERS

A new set of security guidelines have been released for printers and photocopiers. Staff managing purchasing and disposing of printers and photocopiers should adhere to these guidelines in order to ensure security of the University's data.

ITS strongly encourages purchasing printers and photocopiers with an **encryption** option. Printers and photocopiers with hard drives hold sensitive data and must be treated accordingly in order to minimize information security risks.

1 Purchasing printers and photocopiers with an encryption option:

A Products with hard drives should have an encryption option and should be configured by the vendor to encrypt by default.

B If the vendor cannot enable encryption by default, ensure your IT support enables the option upon receipt of equipment.

2 Purchasing printers and photocopiers without encryption:

A Ensure the lease agreement stipulates that the machine's hard drive will be destroyed upon return and proof will be provided.

B If hard drive destruction is not offered by the vendor, request for the hard drive to be wiped instead.

C Always request proof from the vendor that the drive was properly wiped.

D If the vendor does not offer either service, request to remove the hard drives at U of T and wipe / destroy them before returning the equipment. This agreement should be in writing.

Questions? Please contact ITS at security.admin@utoronto.ca for any questions, concerns or further guidance.

UofT Acquires institutional Lecture Capture and Live Webcasting solution

The University of Toronto is pleased to announce the recent acquisition of Echo360 software as an institutional Lecture/Video Capture and Live Webcasting solution.

Echo360 is industry leading lecture capture technology that has been deployed in hundreds of schools and companies worldwide. It enables both video-on-demand and live web-based broadcasting in teaching and program delivery. It can also be used in non-teaching scenarios (for example, public service announcements).

The software for the teaching stations can, among other features, be integrated with PowerPoint and other display technologies and includes scheduling capabilities. The personal capture version will allow individuals to produce high quality video productions from their offices, homes, conferences or meetings (it works particularly well with camera-equipped laptops). Departments interested in higher end recording capability or live web-based broadcasting will be able to use Echo360's specialized all-in-one recording appliance.

Lectures and other events recorded with the new software can be hosted and distributed in a variety of ways, and this new initiative includes a partnership with the University of Toronto Libraries for enhancing the use of the University's video distribution service, MyMedia, which is also available to departments at no charge.

"As more of our academic programs see the potential of blended, inverted and online learning, having this suite of lecture capture software will be a significant boon to program delivery," said Robert Cook, CIO. "And having an institutional standard across the University means we can develop real pedagogical and technical expertise."

In order to ensure a holistic and pedagogically sound roll-out of the new technology, the University of Toronto's implementation team includes representatives from the Centre for Teaching Support & Innovation (the University's faculty development group), Information Technology Services, The University of Toronto Libraries, and the Office of Space Management (the group responsible for classroom technologies).

The team will be working closely with divisions on getting the new solutions deployed as quickly as possible, including the software distribution strategy. For more information, please contact us at its@utoronto.ca.

KEY FEATURES & USES:

- **For Academic and non-teaching scenarios**
- **Live Webcasting**
- **Video-on-demand**
- **PowerPoint integration and other display technologies**
- **Scheduling capabilities**
- **Personal capture version**

NGSIS GOOD IN U OF T'S BOOKS

Partnership with U of T Bookstore illustrates the power of next-generation upgrade

The next generation has arrived at U of T and its watchword is live data.

This past summer, the Next Generation Student Information System (NGSIS) embarked on a partnership with the U of T Bookstore to develop "Textbook Search Engine."

"Previously, a student would go online and use a series of dropdown menus on the bookstore's website to locate their books. Each course code and session had to be searched manually," explains Farhan Merchant, senior manager of marketing and E-commerce at the U of T Bookstore. "The problem was that many students might know the course code, but not which session they were in. This was very time consuming and cumbersome."

With the NGSIS-powered Textbook Search Engine, students are now able to find a personalized and correct textbook list that corresponds to the courses they are registered for. The 'secret ingredient' is access to real-time data contained in the student information system. Here's how it works: a student visiting the U of T Bookstore website enters their UTORid and password. The system authenticates the student and matches their current course enrolment to the textbook list and then produces a text book list automatically.

With the click of a mouse, the student sees all required courseware displayed alongside prices for new, and used books, as well as book-rentals. Students can order the books online for purchase, but must come into the store for rentals.

The search engine was activated on the U of T Bookstore's site on September 10th.

IN MEMORY

Harpreet Singh Dhariwal

Last month, we all lost a good friend and colleague, Harpreet.

So much was said about Harpreet at his funeral that even those who knew him well were enlightened about how much he gave to his family and community.

I will remember Harpreet for four things in particular:

1. *Every year, in celebration of his birthday, he brought around vegetarian samosas that he insisted were the very best in the city. We all shared in his delight and in his celebration.*

2. *His absolute commitment to carrying a task through with vigour, complete attention to detail, and persistence. On the TechKnowFile and Blackboard committees that we worked on together, he was always taking on responsibilities and tasks, regardless of the difficulty, and pursuing them to their successful outcome.*

3. *The positive spin he put on even the most difficult situations. He worked to do things, not to speak badly of others, or to avoid getting things done. He was a person of action.*

4. *And most personally, the advice he gave me about being a parent. He said, "Marden, there is only one thing that your children really want, and that is your time. There is nothing more important." I have followed his advice and know the value of his counsel.*

Time.

Harpreet gave so much of his time to everyone else, to everything that mattered. And we all benefited. Quoting a saying that I have in my office, "Everything changed the day he figured out there was exactly enough time for the important things in his life." This was true of Harpreet, yet I think he always knew the truth in that statement and lived accordingly.

His passing is a reminder to all of us to make use of the time we have for remembering friends, working collaboratively, and aiming to bring goodness to the world around us.

-Marden Paul, Director of Planning, Governance, Assessment and Communications, ITS

Photo Credit: Katherine Carney for the Faculty of Applied Science and Engineering

WIRELESS UPDATE

Information Technology Services has been working diligently to resolve the reported St. George Campus wireless issues caused by an historic usage increase of the wireless network.

We are pleased to update our community that a solution was identified that will optimize the wireless network configuration for maximum performance and capacity. Initial tests showed improvement with users reporting significantly faster wireless authentication times and much better overall wireless service.

With continued efforts, the solution is currently being implemented across campus as a priority. End-users should now begin to notice performance and connection reliability improvements which meet the standards required to serve our community.

Nevertheless, if you experience any further problems with wireless service, please contact the Information Commons HelpDesk at help.desk@utoronto.ca. You can also view more details about the status of wireless here.

We thank you for your patience and understanding.

Be social...

ITS is on Facebook and Twitter. Connect with us for the latest updates!

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