

# TRAINING & DEVELOPMENT

## Fall 2008 Newsletter

### Administrative Updates

Welcome Dr. George Vukotich, the new TRDV Department Chair!

*A word from Dr. Vukotich...*



**Dr. George Vukotich**

I am excited about the opportunity to work with RU and the students, faculty, and staff to take a very successful program and help build on it. Training and Development is a field that is critical for organizations to be effective in and will continue to grow in importance as organizations strive to differentiate themselves in the global marketplace. We at RU are at the forefront of helping them be more successful. From our tried and true approaches to our openness in working with new technologies and methods we are building a reputation for being the best in the field.

Having worked in a number of corporate and consulting environments I have seen how organizations that leverage the abilities of their people and help them to continually develop, see the results in their overall bottom line. It is a good feeling to know that you have helped someone be better in what they do.

In my role I will have the opportunity to work with students that are just beginning the program (and before) to those that are nearing completion (and after). We will be working closely with the organizations that hire our graduates as well as with organizations that are recognized for their pioneering work in the field.

We are in the process of building an advisory board to ensure we have input from those that are involved in all areas of Training and Development. This should keep us in contact with what is seen as important as well as what is seen as issues in the field. We will build stronger alliances and add programs with concentrations that are in demand.

Our goal is to provide students with the education that employers seek in candidates and to be recognized as one of the premiere programs in Training and Development.

### Curriculum Updates

#### Late Start Classes

It's not too late to add courses to your fall schedule. TRDV 411: Instructional Methods and Delivery starts on 10/30. For more details check out the fall 2008 schedule [www.roosevelt.edu/schedule](http://www.roosevelt.edu/schedule).

#### Plus/Minus Grading comes to RU

The University has decided to adopt the plus/minus approach to grading. At this point each instructor has the choice to utilize it or not. The bottom line is that you instructor will provide you with a grading scale in the syllabus and he or she may indicate the plus/minus grading system.

Check out the new Student Projects page on our website. See examples of portfolios, and projects. Click here!

Digital Boot Camp is back! See page 4 for more information or click here to go to their website.



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## Congratulations Graduates!

We would like to extend congratulations to the May and August 2008 graduates of the MATD program:

<b>Diane Arcuri</b>	<b>Melissa Pagonis</b>
<b>Michele Barnes</b>	<b>Mohammed Sholaja</b>
<b>Ethan Baron-Guzman</b>	<b>Sofia Siraki</b>
<b>Terena Campagna</b>	<b>Ian Stone</b>
<b>Brenda Chauncy</b>	<b>Laura Swidorski</b>
<b>Karla Kannan</b>	<b>Israel Vargas</b>
<b>Isabell Kyrk</b>	<b>Sharon White</b>
<b>Kathleen Loula</b>	<b>Tiffany White</b>
<b>Emily Marincic</b>	<b>Linda Wiles</b>
<b>Casey Moffat</b>	



## Who's who?

*A Guide to Our Fearless Leaders*

*"Just get your butterflies to fly in formation."*

*-Shirley J. Washburn, Adjunct Professor, TRDV*



**Shirley J. Washburn**, Principal of The Washburn Group, has 25 years experience in the banking industry, Continental Illinois National Bank (Chicago) now Bank of America, and Bank One (both Columbus and Chicago) now JP Morgan Chase. Her career focused on product management, product and services training, marketing and sales. She is an experienced communications trainer and has been an adjunct professor at Roosevelt University for under-graduate and graduate programs, both in the classroom and on-line, since 1997.

In 1998, Shirley founded The Washburn Group, a training and consulting company which focuses on communications skills, customer service organization and training, and the implementation of change through communications in corporations and other organizations.

She now lives and works in central Ohio, moving there in 2005 when her husband retired. They have two children and two grandchildren plus a cat that they rescued from the streets of Oak Park where they lived from 1995 until their move to Ohio. Shirley's spare time is dedicated to golf, gardening, walking and reading.

Like many students, Shirley received her Master's degree while working full-time which included 50% travel. This was before the days of distance learning, so she took classes in the evenings and on Saturdays after carrying books and assignments with her so she could study on planes and in hotels. Her tip for students is good organization and a good calendar! Study requires concentration; only by setting time aside for yourself (being a little selfish) can you achieve the results you desire.

Her teaching style includes humor. She believes that learning should be a fun experience, not a drudgery. She includes personal stories and experiences to tie back to the theory that is being studied. Being able to apply what is being taught is critical. She would like every student to be able to walk away from a class saying, "This is something I can use right away."

Shirley strongly believes that in today's business world, as well as in your personal life, the way you communicate may make the difference between success and failure. The study of communications is an on-going process because our world is constantly changing. As our lives globalize, we need to adapt our style of communication in order to stay in touch.

Email Shirley at [swashburn@roosevelt.edu](mailto:swashburn@roosevelt.edu)

## Take the Fast Track to e-Learning Expertise

By Vince Cyboran, Assistant Professor, Department of Training and Development

Today's organizations are seeking individuals who can rapidly design and develop on-demand learning for their employees. The TRDV Department has responded with its 'Fast Track to e-Learning Expertise.' Fitting within both the e-Learning concentration for the MATD and the e-Learning graduate certificate, the three-course sequence of TRDV 450, TRDV 439, and TRDV 453 quickly prepares students to contribute on the job from day one. These courses build on each other. TRDV 450 provides students with the foundational knowledge for working with technology-based training. In TRDV 439, students prepare the same types of deliverables as they would on the job: instructional design plans (IDPs), lesson plans, and storyboards. Templates are provided for all deliverables, allowing students to focus on the course content, not formatting. In TRDV 453, students learn the basics of course authoring using Adobe Captivate. They develop three e-lessons: one is an 'information' topic, one is a 'perform' topic (how to register online for an RU course), and one is on a topic of their own choosing. For the first two topics, students are supplied with an IDP, lesson plan, storyboards, and a Captivate template file. For the final e-lesson, students use their work from TRDV 439.

The assignments from both TRDV 439 and TRDV 453 make excellent exhibits for student portfolios and show well at job interviews.

Learning Technologies (TRDV 450)	E-Learning Course Design (TRDV 439)	E-Learning Course Authoring (TRDV 453)
TOOLS/TRENDS/RESEARCH/BEST PRACTICES	LESSON PLANS/STORYBOARDS/RESEARCH/BEST PRACTICES	AUTHORING/PROTOTYPING SELF-PACED E-LEARNING



Our students qualify for educational discount pricing on Captivate; they can get their personal copy of Captivate for under \$200. Captivate is easy to use and doesn't require programming. As a judge for the Brandon Hall 'Excellence in Learning Awards' for the past four years, I've seen a trend towards using Captivate and a trend towards on-demand learning. Even employers who outsource e-Learning course authoring expect their own employees to be able to make quick fixes and do updates to their e-Learning courses. Please contact me directly at [vcyboran@roosevelt.edu](mailto:vcyboran@roosevelt.edu) if you have any questions about the Fast Track to e-Learning Expertise.

## Expand Your Horizons

Recommended Professional Reading from Kathy Iverson

**Building on the Promise of Diversity: How We Can Move to the Next Level in Our Workplaces, Our Communities, and Our Society**, by R. Roosevelt Thomas, Published by AMACOM

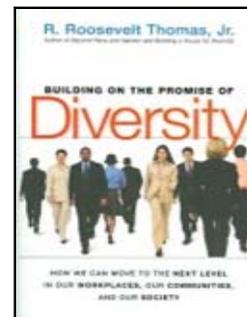
For those who've recently take TRDV 499 with me, you might expect the first book on my recommended reading list to be the APA Manual of Style, but when I settle in with a good trade book, I like to expand my horizons beyond the usual APA, ROI, ISD topics to learn about issues that are at the heart of our industry. When I recently read, *Building on the Promise of Diversity* by Roosevelt Thomas, I knew this was an important book, not just because I liked the Author's first name.

Thomas begins by providing a selected overview of diversity issues in our history and our current state of affairs. All good stuff, but the meat and potatoes (or tofu and potatoes for we vegetarians) of the book was the second section, which addressed the Craft of Strategic Diversity Management where he provides recommendations that can assist trainers and OD professionals as they seek to reframe diversity in their organizations. Although I'd like to have seen more examples, templates, and practical applications, the information in the book is clearly outlined and addresses the key issues.

Email Kathy at [kiverson@roosevelt.edu](mailto:kiverson@roosevelt.edu)

"I like to expand my horizons beyond the usual APA, ROI, ISD topics to learn about issues that are at the heart of our industry."

- Kathy Iverson, Associate Professor, TRDV



## 2007 Master's Project Awards

Congratulations to Terena Campagna and Laura M. Swirdorski for achieving the Master's Project Award. You both set a great example!



### At a glance...

Upcoming Events and Important Information...

#### ASTD Membership-student discounts

Join the American Society for Training and Development (ASTD) for the low price of \$49 with the student discount. To join, please e-mail Tara at [thawkins@roosevelt.edu](mailto:thawkins@roosevelt.edu)

#### Upcoming Events

##### 10/16- CISPI Cracker Barrel

Don't miss this fun networking/educational event going on at the Schaumburg campus. Rotating speakers talk on a variety of topics throughout the evening. [Click here for more information.](#)

[www.roosevelt.edu/trdv](http://www.roosevelt.edu/trdv)

#### 10/18 & 10/25- Digital Bootcamp

This custom-designed, hands-on workshop has been created specifically for graduate students and alumni of the Training and Development Program to meet the needs of T&D professionals. You'll learn how to...

- Describe the history and architecture of the Internet and Web
- Create a document in Word and save as a Web page
- Create and modify Web pages by coding HTML in a text editor
- Open Web pages from saved files in Word and modify them in Adobe Dreamweaver
- Create and modify Web pages using Adobe Dreamweaver

Check your RU My Mail for an invitation or contact Tara at [thawkins@roosevelt.edu](mailto:thawkins@roosevelt.edu).

#### 10/21 & 10/22- The Telling Ain't Training Conference

In October, the ASTD 'Telling Ain't Training Conference' will be held in Chicago! Go to [ASTD.org](http://www.astd.org) or the link provided to reserve your seat.

<http://www.astd.org/content/conferences/tellingAintTraining/>

Be sure to check you RU My Mail for future upcoming events!



Check us out on the web at [www.roosevelt.edu/trdv](http://www.roosevelt.edu/trdv)