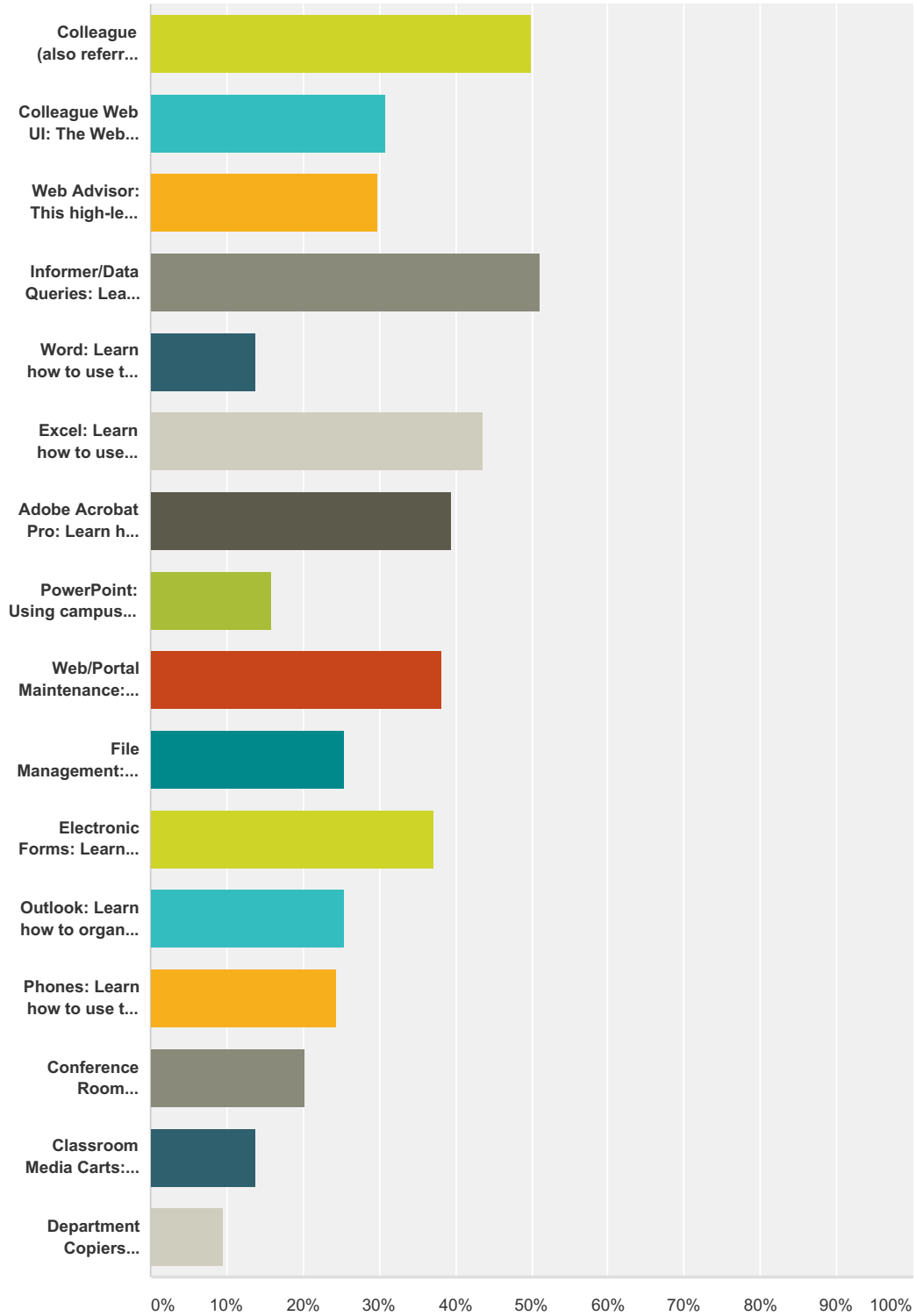


Q1 Please select your top priorities for technology training (you may pick more than one):

Answered: 94 Skipped: 2

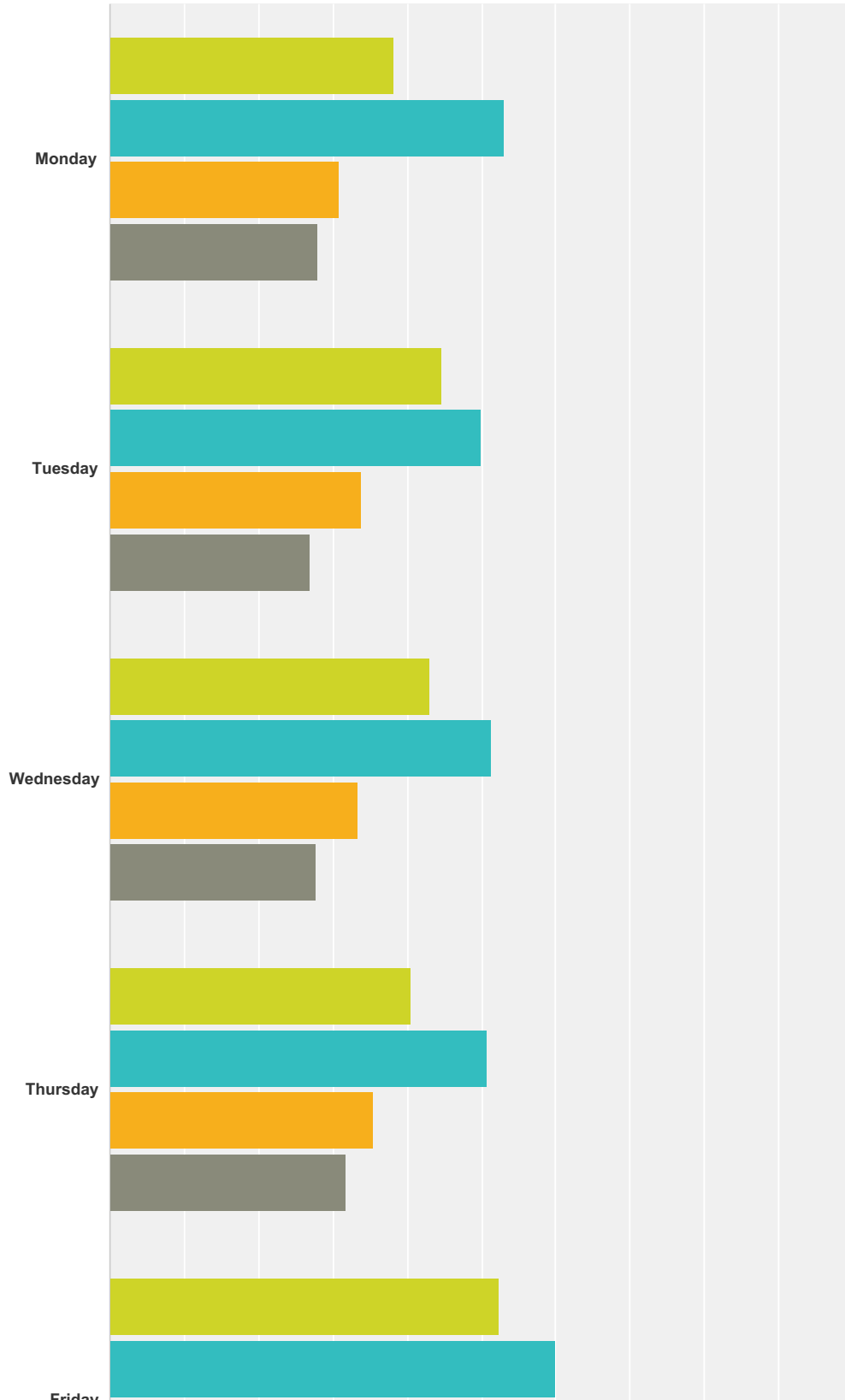


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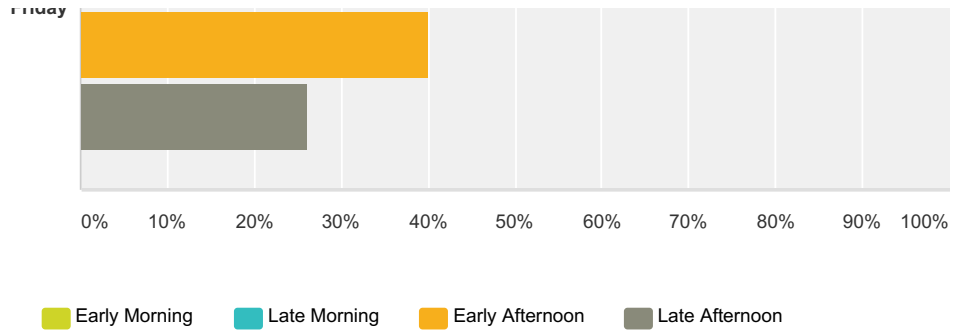
Colleague (also referred to as "Datatel"): This topic is a high-level overview of Colleague Student designed for new and prospective users and those who wish to view the system from a global perspective.	50.00% 47
Colleague Web UI: The Web User Interface improves upon Desktop UI. Learn about enhancements that include the ability to find, sort and select search results more easily.	30.85% 29
Web Advisor: This high-level overview will highlight the many transactions that are available with WebAdvisor and demonstrate the system through the eyes of an applicant, a student, a faculty member, and more.	29.79% 28
Informer/Data Queries: Learn how to generate reports using Informer. Reports include: Transcript Print, Enrollment Statistics, Section Availability, Section Roster and more.	51.06% 48
Word: Learn how to use the various features to format your documents, add illustrations, screen shots, and tables; view multiple documents and compare two documents; how to collaborate with "track changes"; edit a pdf file in Word (new 2013 version).	13.83% 13
Excel: Learn how to use filters, conditional formatting, table formats and pivot tables to make your data show what you need. Also see how to use the Data Tools to clean up your data after importing it to excel. Topics include: Freeze Panes, Side By Side Compare, Sum, Auto Completion, Auto Filter and Conditional Formatting.	43.62% 41
Adobe Acrobat Pro: Learn how to convert your old paper forms into electronic forms. Save time, money, storage space, and paper using electronic forms. Learn how to make scanned documents searchable. Professional software license required for use.	39.36% 37
PowerPoint: Using campus templates, learn how to create slides, add & format text, insert illustrations & excel charts, embed videos in a slideshow, and apply transition effects and animations to objects; includes setting up and review of slide shows.	15.96% 15
Web/Portal Maintenance: Techniques to keep your collegeofthedesert.edu and Portal Website Up-to-date will be reviewed. Usability tips to ensure your site is easy to read and navigate will be covered.	38.30% 36
File Management: Learn how to manage and backup files. Saving, searching and deleting files will also be covered.	25.53% 24
Electronic Forms: Learn how to convert your old paper forms into electronic forms. Save time, money, storage space, and paper using electronic forms. This session will cover the form creation tools in Microsoft InfoPath.	37.23% 35
Outlook: Learn how to organize your current messages and auto archive old messages. This can drastically increase the speed of Outlook. Bonus Tips: How to set up email on a mobile device, email etiquette, resetting voicemail PIN in Outlook and more.	25.53% 24
Phones: Learn how to use the many features of your Cisco phones, including Call Forwarding, Call Park, Call Pickup, Meet-Me Conference, setting Ring Tone, Volume & Brightness, Transfer calls, and Voice Messaging.	24.47% 23
Conference Room Technology: Learn how to set up & use audio/visual equipment and telephone conferencing for meetings.	20.21% 19
Classroom Media Carts: Learn how to operate the media equipment in classrooms. This is also for staff so you may assist faculty and other staff in your areas.	13.83% 13
Department Copiers (Network): Learn how use the administrative tools to add/delete users and set defaults for printing and scanning documents.	9.57% 9
Total Respondents: 94	

Q2 Please indicate the days and times when you are most likely to attend a training session

Answered: 92 Skipped: 4



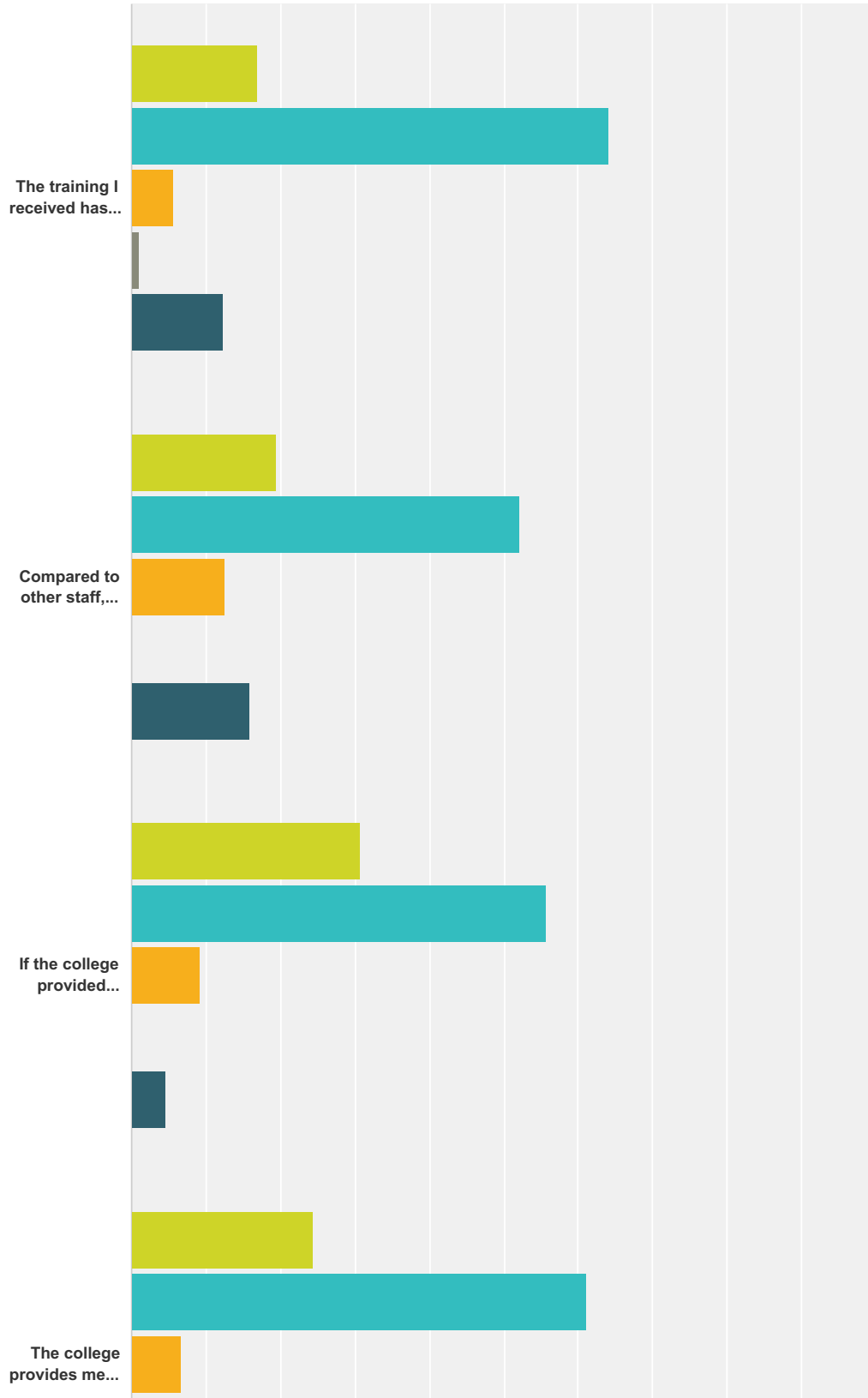
Technology Training Survey Fall 2016



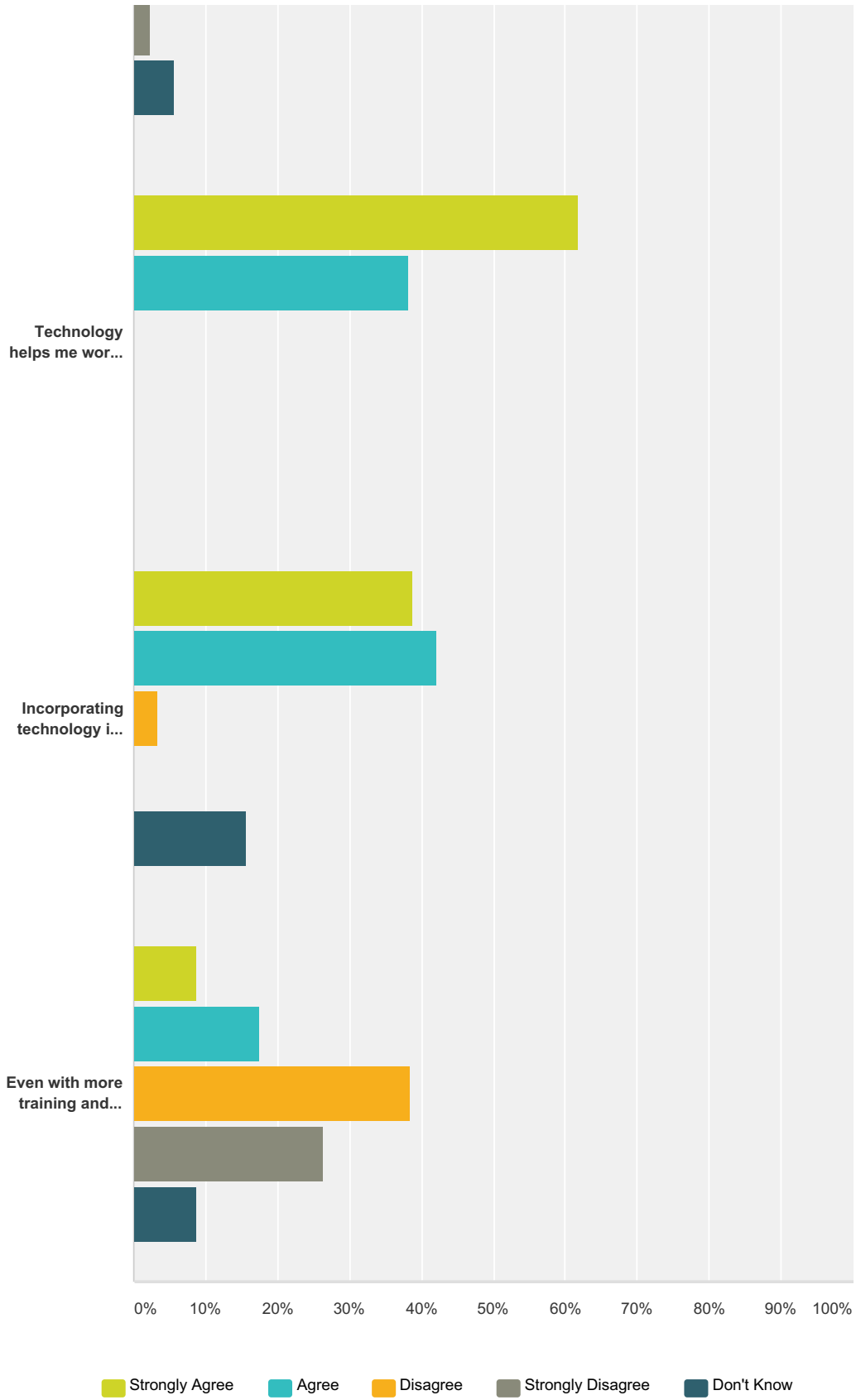
	Early Morning	Late Morning	Early Afternoon	Late Afternoon	Total Respondents
Monday	38.24% 26	52.94% 36	30.88% 21	27.94% 19	68
Tuesday	44.59% 33	50.00% 37	33.78% 25	27.03% 20	74
Wednesday	43.06% 31	51.39% 37	33.33% 24	27.78% 20	72
Thursday	40.51% 32	50.63% 40	35.44% 28	31.65% 25	79
Friday	52.31% 34	60.00% 39	40.00% 26	26.15% 17	65

Q3 Please indicate the extent to which you agree or disagree with each of the statements below:

Answered: 94 Skipped: 2



Technology Training Survey Fall 2016



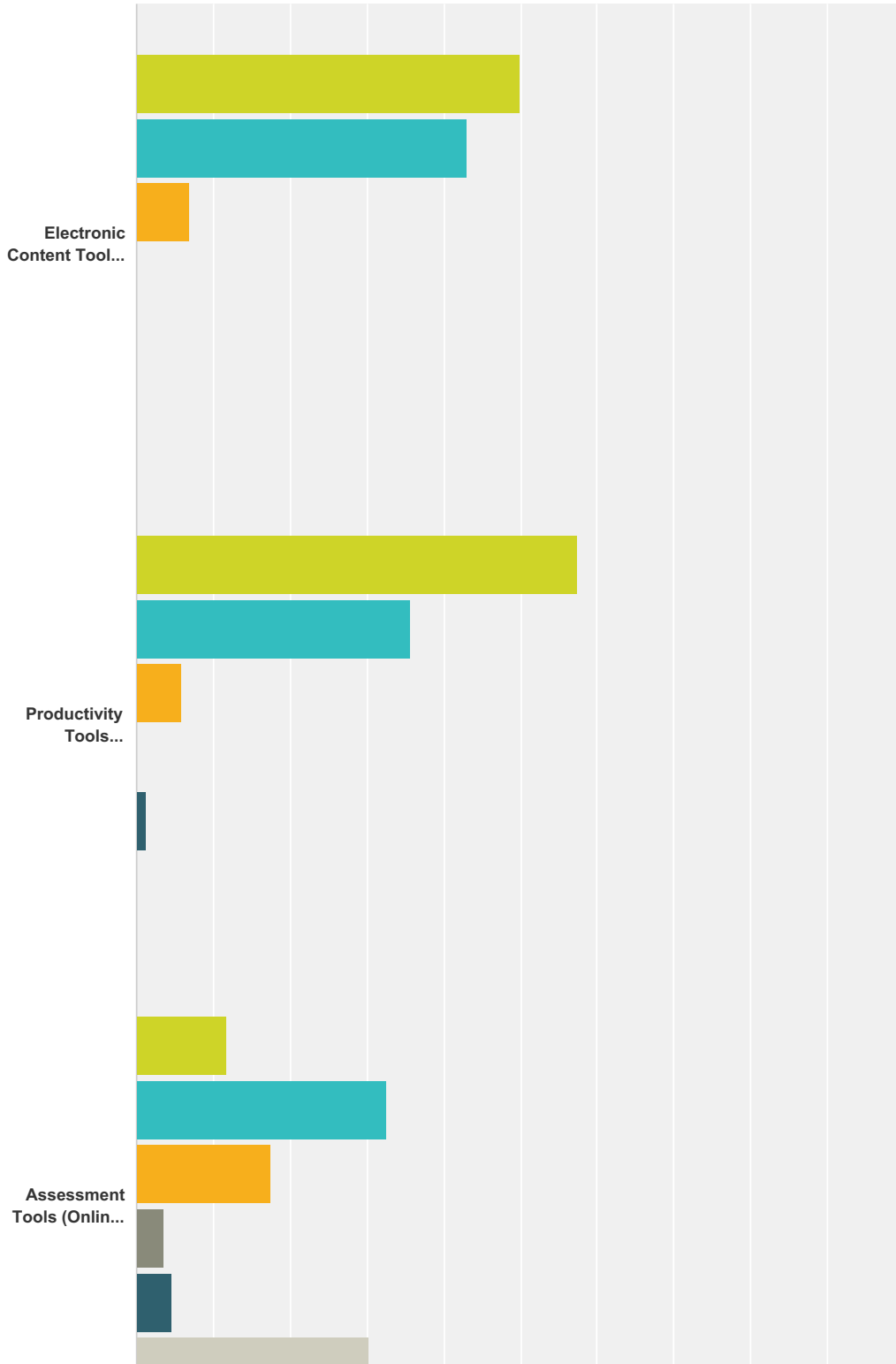
	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know	Total
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Technology Training Survey Fall 2016

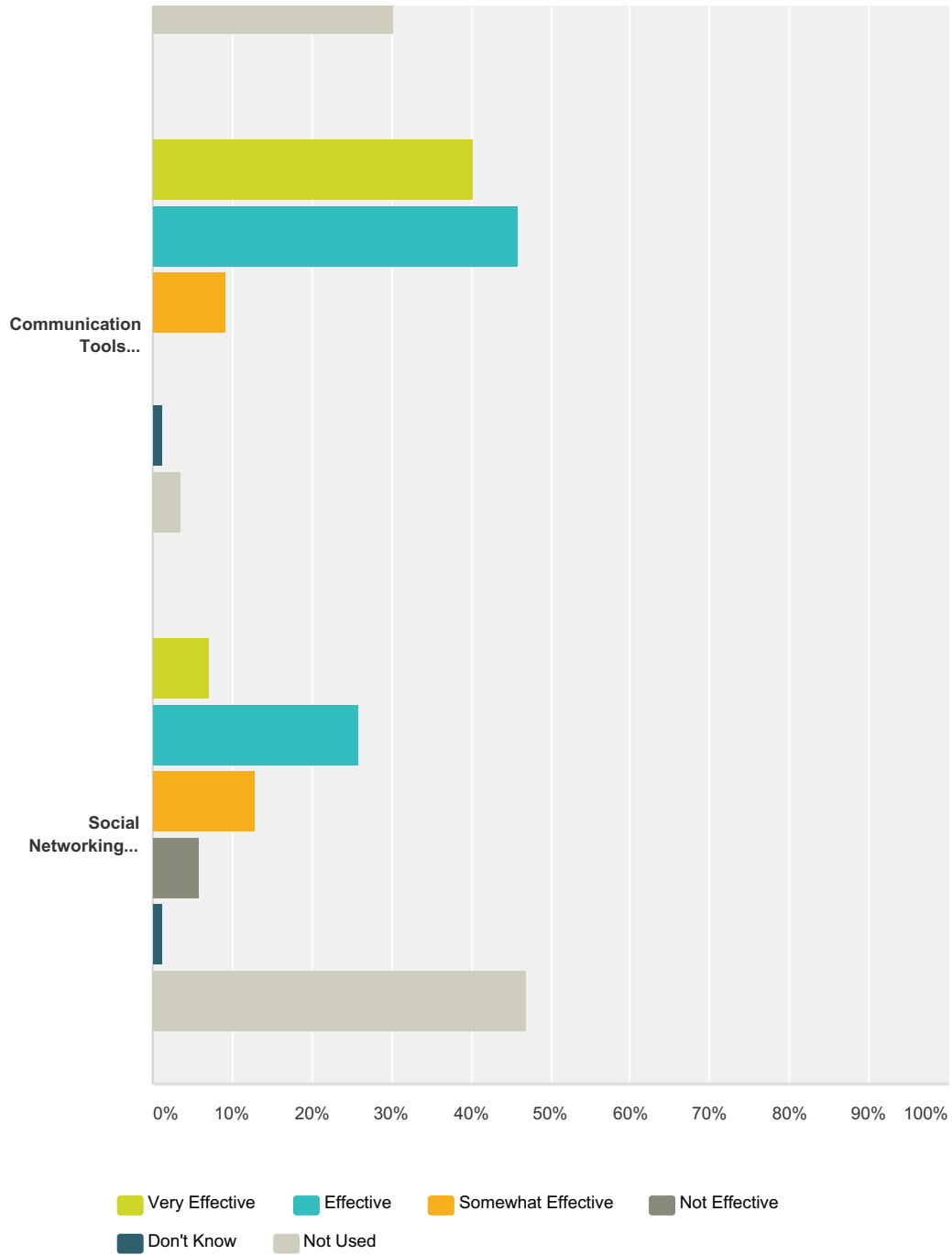
The training I received has enabled me to use technology effectively in my workplace.	16.85% 15	64.04% 57	5.62% 5	1.12% 1	12.36% 11	89
Compared to other staff, I am a proficient technology user.	19.32% 17	52.27% 46	12.50% 11	0.00% 0	15.91% 14	88
If the college provided additional training I would be more inclined to use technology in the workplace.	30.68% 27	55.68% 49	9.09% 8	0.00% 0	4.55% 4	88
The college provides me with adequate technology support and expertise to help me incorporate technology in my job.	24.44% 22	61.11% 55	6.67% 6	2.22% 2	5.56% 5	90
Technology helps me work more effectively.	61.70% 58	38.30% 36	0.00% 0	0.00% 0	0.00% 0	94
Incorporating technology in my work helps to increase student learning.	38.89% 35	42.22% 38	3.33% 3	0.00% 0	15.56% 14	90
Even with more training and technical support, incorporating technology into my workplace will require a lot of additional time and effort.	8.79% 8	17.58% 16	38.46% 35	26.37% 24	8.79% 8	91

Q4 Of the technologies you have used, how effective have the following technologies/tools been in enhancing your productivity? (check one response per category)

Answered: 87 Skipped: 9



Technology Training Survey Fall 2016



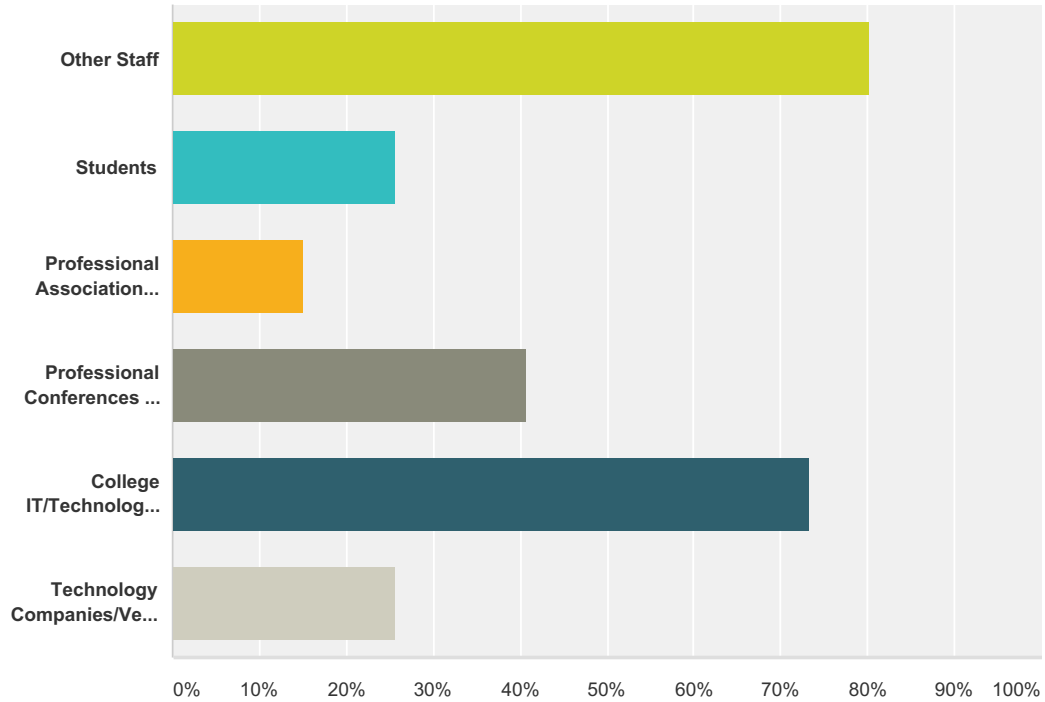
	Very Effective	Effective	Somewhat Effective	Not Effective	Don't Know	Not Used	Total
Electronic Content Tools (PowerPoint, Internet)	50.00% 43	43.02% 37	6.98% 6	0.00% 0	0.00% 0	0.00% 0	86
Productivity Tools (Microsoft Word, Excel, Access)	57.47% 50	35.63% 31	5.75% 5	0.00% 0	1.15% 1	0.00% 0	87
Assessment Tools (Online testing tools, Surveys)	11.63% 10	32.56% 28	17.44% 15	3.49% 3	4.65% 4	30.23% 26	86
Communication Tools (Discussion boards, Email)	40.23% 35	45.98% 40	9.20% 8	0.00% 0	1.15% 1	3.45% 3	87

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Social Networking Tools (Facebook)	7.06% 6	25.88% 22	12.94% 11	5.88% 5	1.18% 1	47.06% 40	85
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Q5 Please select your three most important sources of new information about technology. (NOTE: Select top 3 items only)

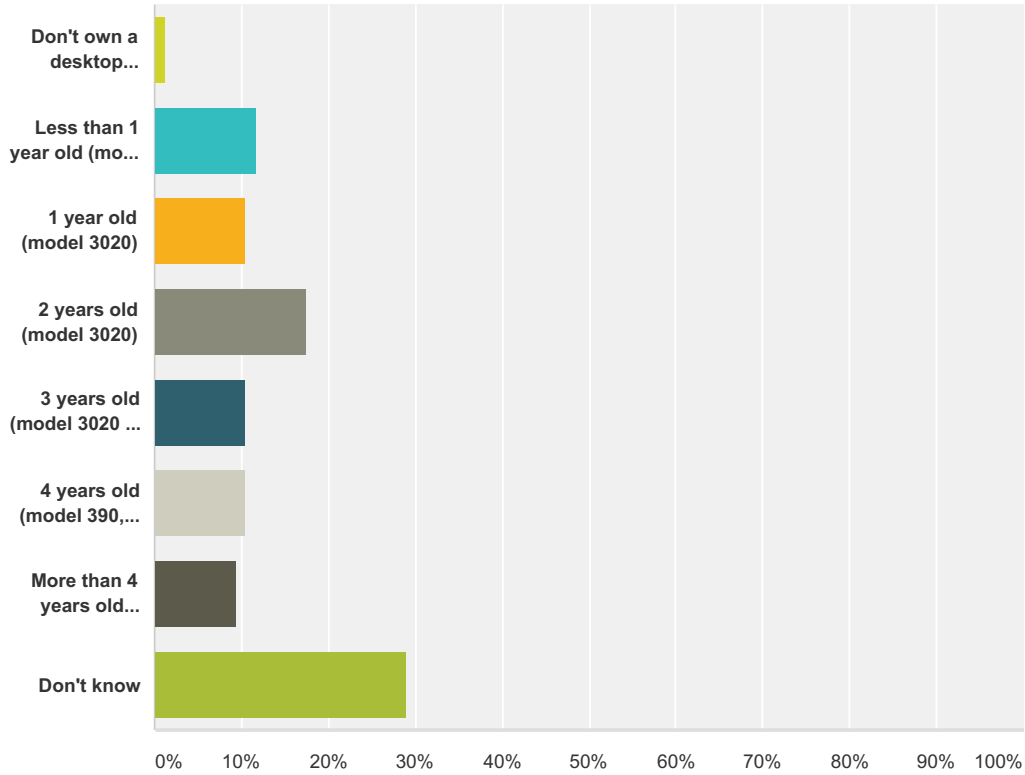
Answered: 86 Skipped: 10



Answer Choices	Responses
Other Staff	80.23% 69
Students	25.58% 22
Professional Association Journals/Newsletters	15.12% 13
Professional Conferences or Workshops	40.70% 35
College IT/Technology Department	73.26% 63
Technology Companies/Vendors	25.58% 22
Total Respondents: 86	

Q6 How old is your office computer? (Model numbers are usually located in the top left or right corner)

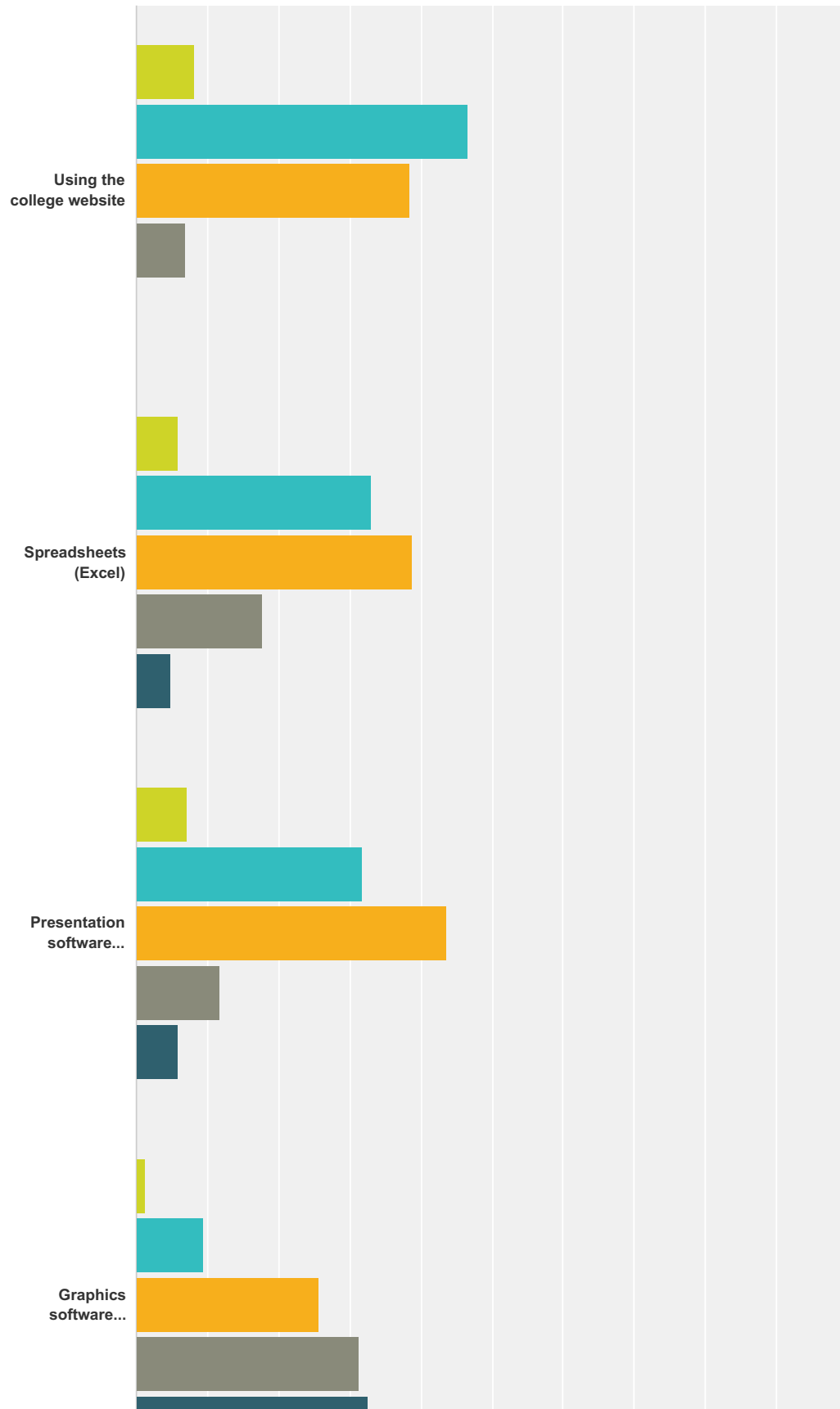
Answered: 86 Skipped: 10



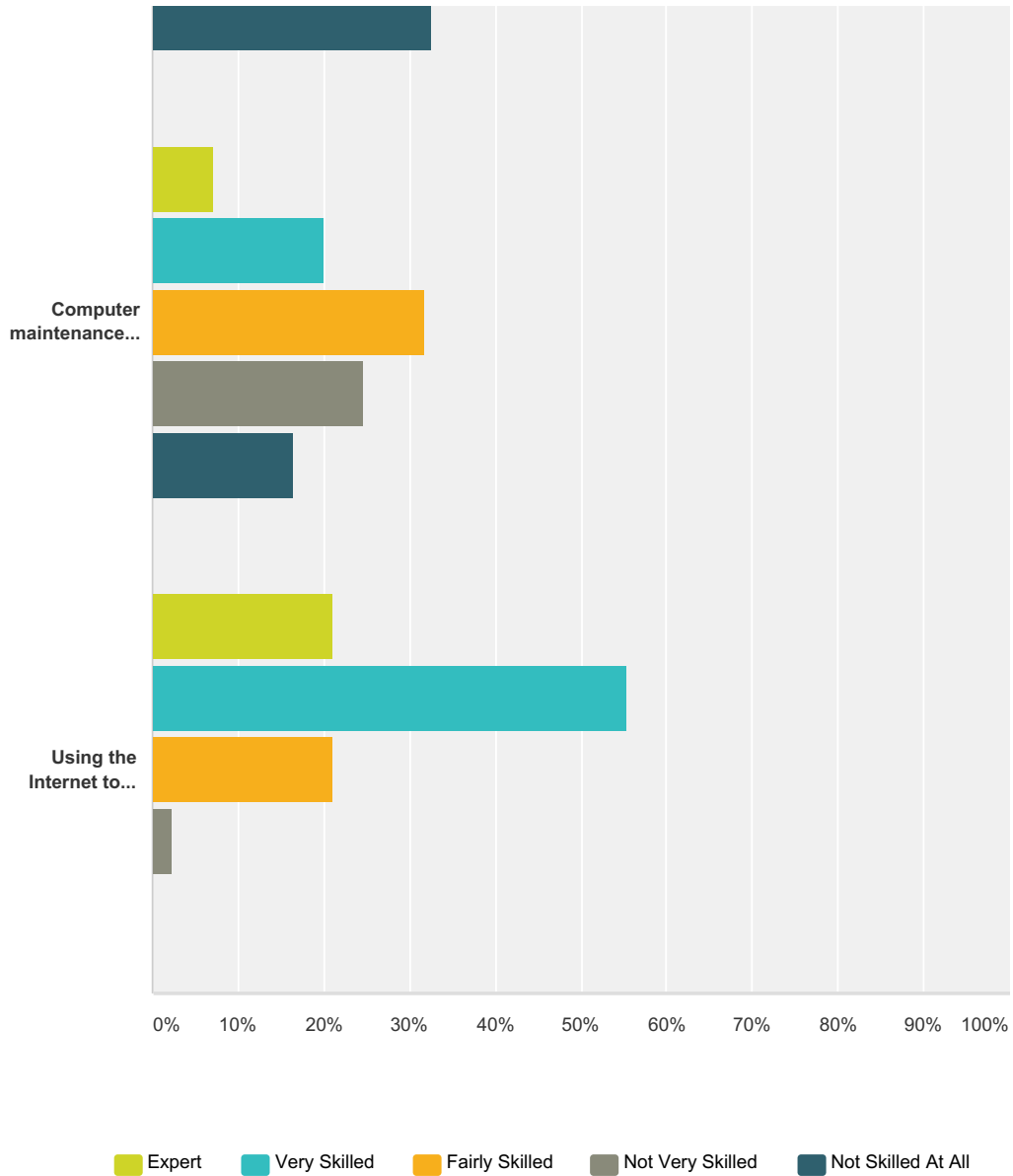
Answer Choices	Responses
Don't own a desktop computer	1.16% 1
Less than 1 year old (model 3040)	11.63% 10
1 year old (model 3020)	10.47% 9
2 years old (model 3020)	17.44% 15
3 years old (model 3020 or 990)	10.47% 9
4 years old (model 390, 790, or 980)	10.47% 9
More than 4 years old (model 960, 760 or lower)	9.30% 8
Don't know	29.07% 25
Total	86

Q7 What is your skill level for the following?

Answered: 86 Skipped: 10



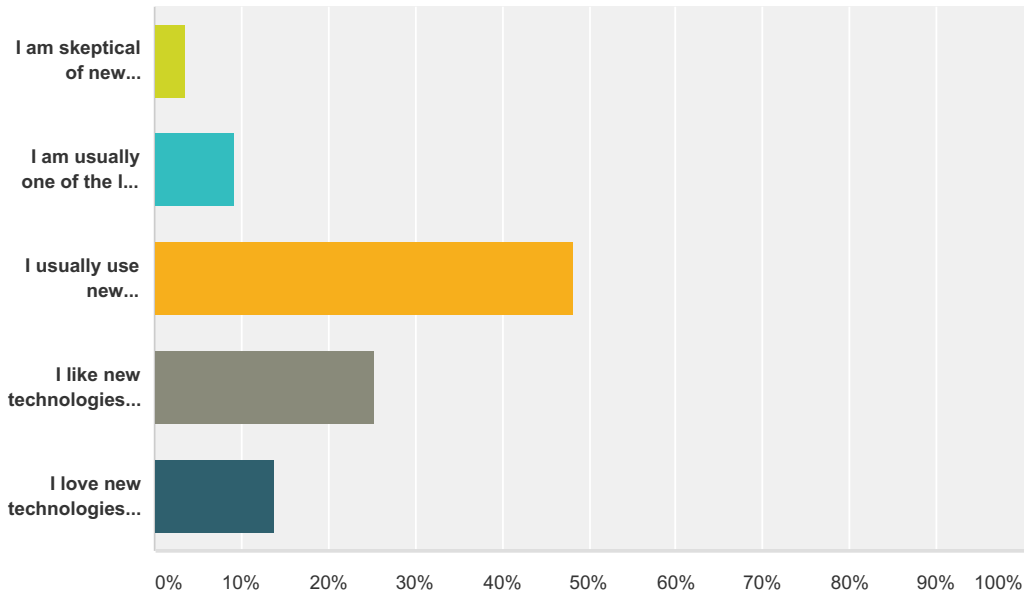
Technology Training Survey Fall 2016



	Expert	Very Skilled	Fairly Skilled	Not Very Skilled	Not Skilled At All	Total
Using the college website	8.14% 7	46.51% 40	38.37% 33	6.98% 6	0.00% 0	86
Spreadsheets (Excel)	5.88% 5	32.94% 28	38.82% 33	17.65% 15	4.71% 4	85
Presentation software (PowerPoint)	7.06% 6	31.76% 27	43.53% 37	11.76% 10	5.88% 5	85
Graphics software (Photoshop, Flash)	1.16% 1	9.30% 8	25.58% 22	31.40% 27	32.56% 28	86
Computer maintenance (software updates, security)	7.06% 6	20.00% 17	31.76% 27	24.71% 21	16.47% 14	85
Using the Internet to effectively and efficiently search for information	21.18% 18	55.29% 47	21.18% 18	2.35% 2	0.00% 0	85

Q8 Which best describes you?

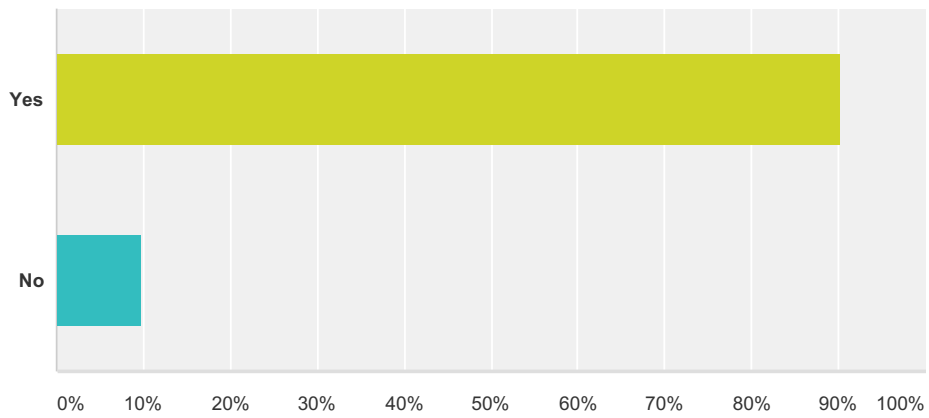
Answered: 87 Skipped: 9



Answer Choices	Responses
I am skeptical of new technologies and use them only when I have to.	3.45% 3
I am usually one of the last people I know to use new technologies.	9.20% 8
I usually use new technologies when most people I know do.	48.28% 42
I like new technologies and use them before most people I know.	25.29% 22
I love new technologies and am among the first to experiment with and use them.	13.79% 12
Total	87

Q9 The college provides current application software for my department

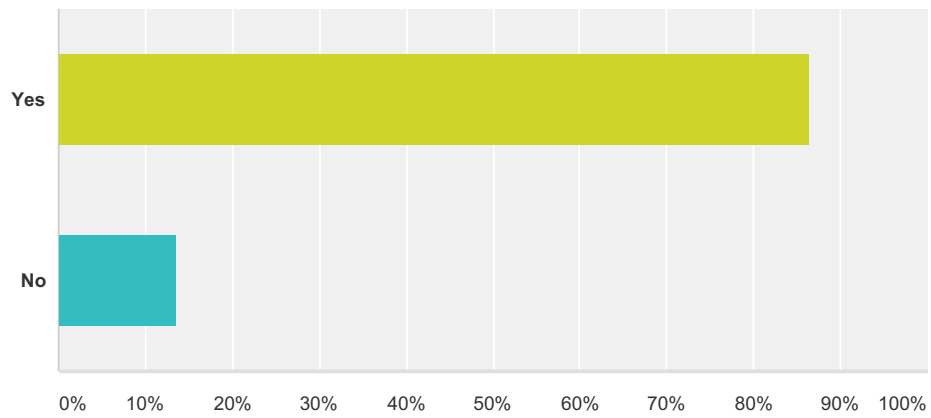
Answered: 81 Skipped: 15



Answer Choices	Responses
Yes	90.12% 73
No	9.88% 8
Total	81

Q10 The college provides current hardware for department.

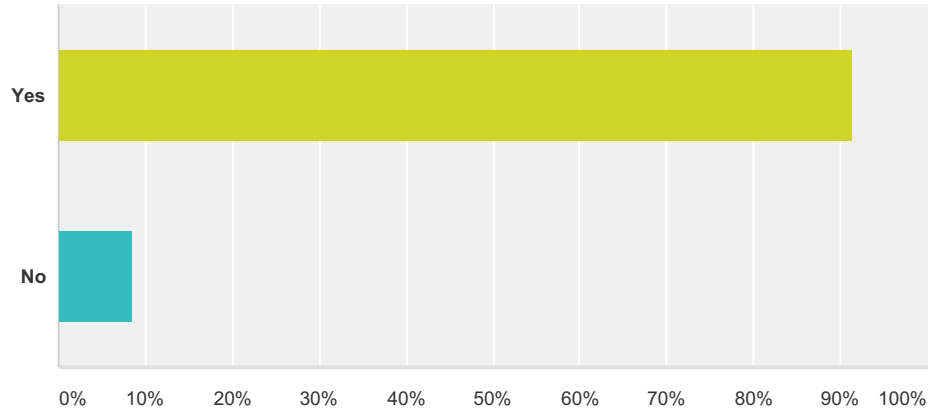
Answered: 81 Skipped: 15



Answer Choices	Responses
Yes	86.42% 70
No	13.58% 11
Total	81

Q11 The college provides necessary training support for utilization of technology resources.

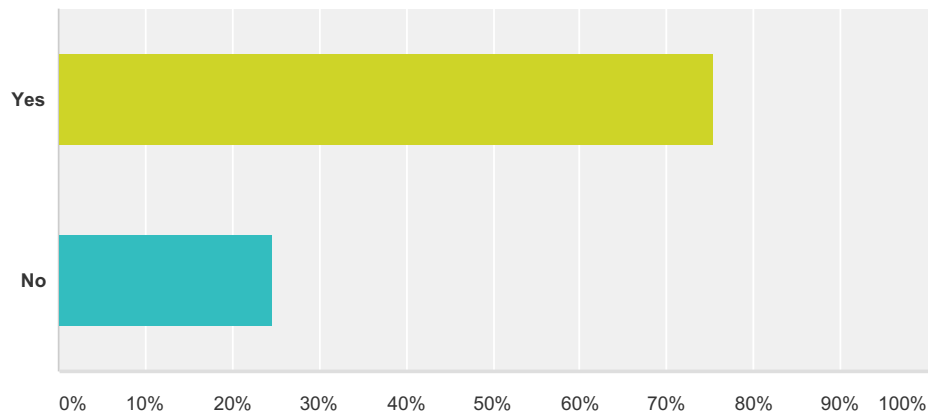
Answered: 81 Skipped: 15



Answer Choices	Responses
Yes	91.36% 74
No	8.64% 7
Total	81

Q12 Technology resources are implemented based upon program review.

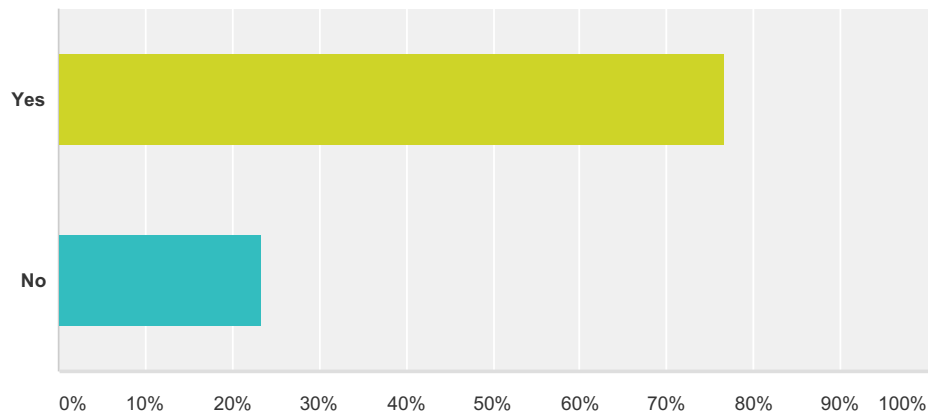
Answered: 77 Skipped: 19



Answer Choices	Responses	
Yes	75.32%	58
No	24.68%	19
Total		77

Q13 The effective use of technology resources is systematically evaluated.

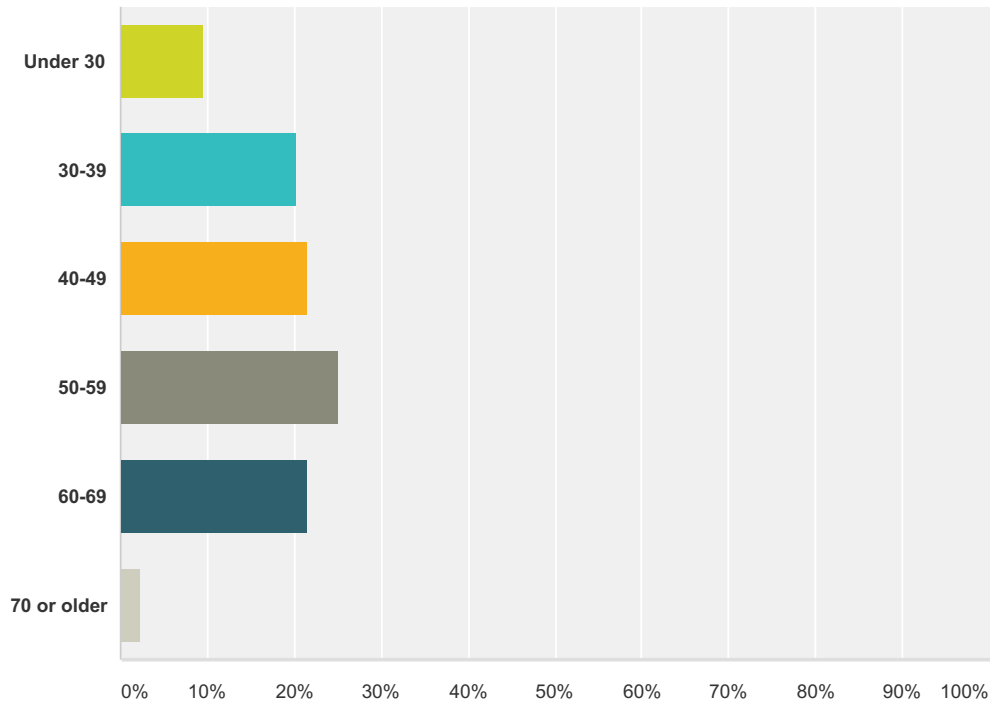
Answered: 77 Skipped: 19



Answer Choices	Responses	
Yes	76.62%	59
No	23.38%	18
Total		77

Q14 Age group

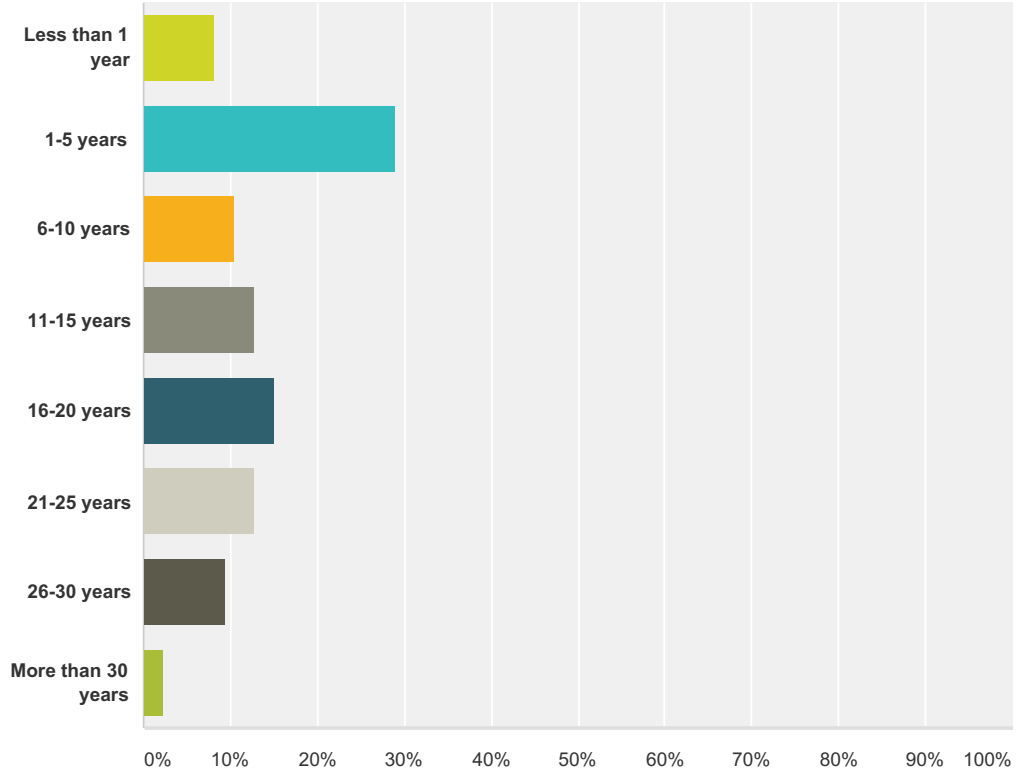
Answered: 84 Skipped: 12



Answer Choices	Responses	Count
Under 30	9.52%	8
30-39	20.24%	17
40-49	21.43%	18
50-59	25.00%	21
60-69	21.43%	18
70 or older	2.38%	2
Total		84

Q15 Please indicate your total years of all community or technical college workplace experience.

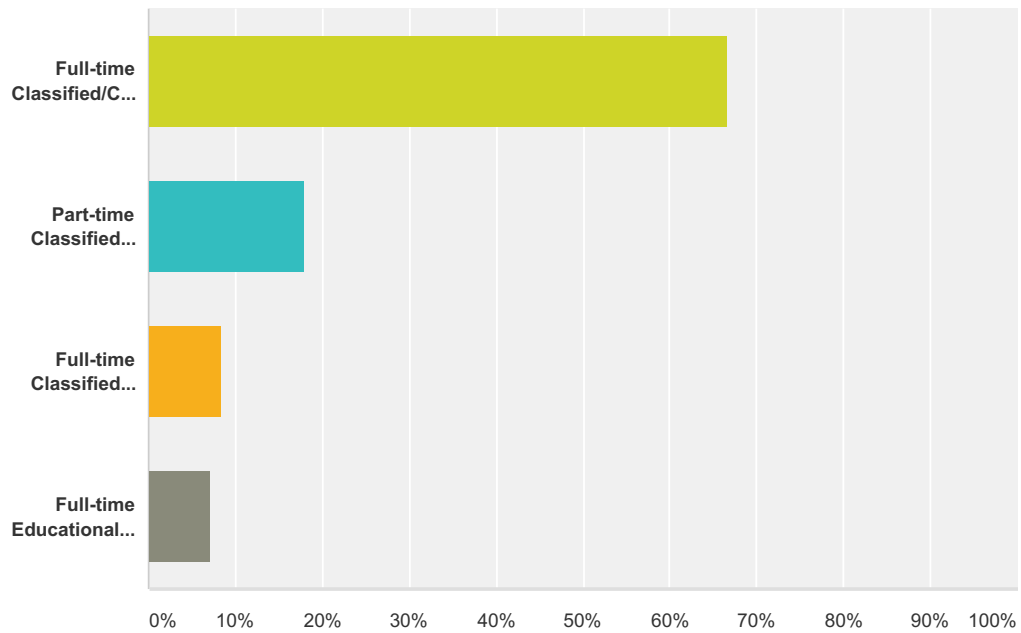
Answered: 86 Skipped: 10



Answer Choices	Responses	
Less than 1 year	8.14%	7
1-5 years	29.07%	25
6-10 years	10.47%	9
11-15 years	12.79%	11
16-20 years	15.12%	13
21-25 years	12.79%	11
26-30 years	9.30%	8
More than 30 years	2.33%	2
Total		86

Q16 Please indicate your current employment status.

Answered: 84 Skipped: 12



Answer Choices	Responses	Count
Full-time Classified/Confidential Staff	66.67%	56
Part-time Classified Staff	17.86%	15
Full-time Classified Administrator	8.33%	7
Full-time Educational Administrator	7.14%	6
Total		84