Welcome back! It’s a new year and a new opportunity to advance university excellence. SJSU knows that for faculty, staff and students to perform at their best, they need the best support. So, we’re updating and upgrading our technology to make your job easier – and to help students succeed.

We know tech roll-outs can come with a little discomfort. In fact, learning new systems can be downright painful. It can take a minute or two (or three) to master them. In the meantime, your work load may seem larger and more strenuous.

It gets better though.
Once you graduate from the learning phase and start using the technology to manage your tasks, you won’t feel so upended.

You’ll feel upgraded!

Here’s a quick reference guide to help you navigate through that uncomfortable learning phase as quickly as possible. You’ll also be prepared to help students.

It’s called the What-is-it-and-Why-use-it Guide to New Technology. It comes with brief descriptions of how to get the most out of each app so you can perform at optimal levels. Even better, there are links to pages and pages of more detail.
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<th><strong>Student Data Warehouse (SDW)</strong></th>
<th><strong>What is it?</strong></th>
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<td>SDW is an on-line warehouse that includes content related to enrollment planning and student progress in programs. Here’s some reports you’ll find on SDW: Student Success, Admissions, Degrees, and Course Grade Reports.</td>
<td>Advisors and chairs will definitely want to visit the SDW because the reports will help them best support student achievement. Faculty can use it to view individual student academic progress and provide support accordingly. Visit <a href="https://www.its.sjsu.edu/resources/student-data-warehouse">its.sjsu.edu/resources/student-data-warehouse</a> for more information.</td>
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<th><strong>Student Success Dashboard</strong></th>
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<td>The Student Success Dashboard was created by the CSU Chancellor’s Office. It’s a series of graphical data dashboards that show various aspects of student performance at the program or department level. The data cover such topics as student demographics, average course outcomes, and graduation rates.</td>
<td>Faculty can access it to view how students, on aggregate, are performing in their courses as compared to other courses. Chairs and program directors can use these data to adjust their programs based on need and faculty can do the same thing with their coursework and for curriculum planning.</td>
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<th><strong>SJSU App</strong></th>
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<td>The SJSU App is an engagement tool for students to use on their phones and tablets. They can receive important campus announcements, find welcome week schedules, chat with other students, manage personal profiles, post to the SJSU campus wall, find on-campus events, access the course directory, and find clubs and organizations they can join to enhance their SJSU experience.</td>
<td>As of now, the SJSU App is of most use to students. All of the colleges are being added so that in the future, each college can decide how to use the app to engage its faculty, staff, and students. In the meantime, please give a shout out in class, something like this: “Hey there wonderful bright students. If you haven’t already, please download the SJSU APP from the app store.”</td>
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MyGrad

What is it?
MyGrad allows students eligible for graduation to submit their application through the MySJSU student portal. The process saves time compared to the paper documents used before.

Why use it?
MyGrad allows for greater transparency between students and the teams responsible for evaluating whether the achievement of their graduation standards. It’s much easier to access this information than having to manage paper files.

MyGPS (COMING SOON!)

What is it?
Graduation Pathway to Success (GPS) is a suite of planning tools for students. It includes:

MyRoadmap: Shows students required courses needed in each of their majors (and minors) for 4-yr graduation.

MyProgress: Part of MySJSU’s Advisor Center, it tracks student progress on achieving their graduation requirements.

MyScheduler: Students can create/compare multiple semester schedules and input work, recreation, and sports obligations.

MyPlanner: Students can map their entire academic path to graduation. It is interactive and can guide them with major, minor, and general education requirements while also notifying students of classes they’ve already taken and any test or transfer credits they might have acquired.

Why use it?
MyGPS and its suite of planning tools help students manage all of their requirements and obligations to achieve success. With MyGPS’s suite of tools Frosh see a clear 4-year path to graduation and transfer students are guided down a 2-year path. Indirectly, MyGPS can support faculty and staff, as departments can use student plans to help with scheduling.

For more information, please visit:
http://www.sjsu.edu/mygps/
What is it?
Zoom provides high quality web, audio and video conferencing so that faculty and staff can have online meetings, collaborations, and share screens among conversation participants. What’s more, Zoom can be used on Windows, Mac, iOS and Android phones and tablets.

Why use it?
Zoom lets you host meetings without leaving your office. You can conference in guest lecturers to your classes or those students unable to attend due to transportation issues or health concerns. What’s more, Zoom gives you the ability to record your lecture for later review. Many professors say just listening to their own lectures causes a dynamic shift in their performance.


What is it?
eFaculty is a database for faculty to report on their individual research, scholarship, and services. Using it for RTP processes eliminates the need for paper binders, allows reviewers to access materials remotely, and allows for inclusion of non-paper based materials.

Why use it?
It streamlines faculty reporting process for achievements and progress. The information you enter about yourself into the eFaculty database can be populated into electronic dossiers for RTP processes, accreditation reports and tables, or other department, college, and university-level reporting.

For more information please visit: http://www.sjsu.edu/facultyaffairs/unit1/eFaculty/index.html
New Online SOTE software

What is it?
Institutional Effectiveness and Analytics has been hard at work identifying the best system for collecting and distributing Student Opinion of Teaching Effectiveness (SOTE). A signed contract is expected in the next month, and the new program will allow students to provide ratings on their courses and professors through Canvas and mobile devices and will interface with eFaculty to provide ratings to faculty in a timely manner.

Why use it?
SJSU looks at SOTE results to support retention, tenure, and promotion (RTP). The new program gives you access to your ratings and comments from students and you’ll be able to compare those to averages in other courses and departments across the university. Going forward you will also be able to see merged results across classes and semesters to look for broader patterns.

For more information, please visit:
http://www.iea.sjsu.edu/surveys/projects/sote/

Curriculog is a curriculum management system for faculty that automates the process of curriculum and program approval, and improves communication about curriculum around campus and among faculty.

Why use it?
Curriculog makes submitting new course curricula and updating or changing existing curricula for approval as easy as a couple clicks. With this new process, faculty members can see if curriculum review is in progress, has been approved, or if further information is required.

For more information, click here:
sjsu.curriculog.com
What is it?

DocuSign is an electronic signature system available for faculty and staff.
It is will soon be available on most Faculty Affairs documents around hiring and appointments.

Why use it?

DocuSign makes life easier by taking the hassle out of obtaining or providing signatures. Use DocuSign to get an electronic signature or provide yours from the comfort of your office or workstation.
For more information, please visit:  
http://its.sjsu.edu/service-catalog/software-apps/docusign/index.html

What is it?

OnBase is a single stop shop for departments and their faculty to move and manage documents and workflow from a paper based storage system to an electronic system. What’s better, OnBase is tailored to your department’s specific needs. SJSU departments already using OnBase:

• Finance—Requisition to Purchase Order, Invoice to Payment, and Vouchers
• Enrollment Services — Student applications, transcripts and enrollment information
• Advancement—Donor submissions
• Human Resources — All employment related documents
• Graduate and Undergraduate Programs—Scheduling changes

Why use it?

You’ll have instant access to electronic versions of documents and know where they are in the workflow. It supports documentation efficiency by providing a secure separation of “confidential” documents. The automated workflow process collects digital signatures, provides reminders and routes documents to help you stay organized.

For example, OnBase removes the requirement for staff to sit with chairs as they review personnel action files - it ensures that archiving and deletion of documents follow SJSU standards, and provides a historical report of all views, changes, updates, and deletes to any document so you can easily manage any accidents or mistakes.

For more information please visit the IT page.
What is it?
Cayuse provides faculty, researchers, and support staff an easier, faster interface to Grants.gov. Cayuse is a software system that makes it easier to gather and submit the required forms involved in the SF424 Application for Federal Assistance for grants and fellowships. With Cayuse, there is no need to log in to Grants.gov.

Why use it?
Cayuse collects all data and attachments, performs validity checks and submits to Grants.gov. Cayuse stores profile information on faculty and automatically populates the SF424 form with all required institutional data. More importantly, faculty can continue work on the Science Section while the Office of Sponsored Programs at the Research Foundation reviews the other components of the proposal and identifies potential issues regarding compliance with sponsor and university policies.

For more information, please visit:
https://cayuse.com/