



Daemen College Office of Information Technology

**January 10, 2019
9:00 a.m. – 12:00 p.m.
Business Building**

9:00 – 9:20	Breakfast & Registration <i>*Drawing for a door prize</i>		BC 107/109
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9:20 – 9:40	Welcome	Kelly Duran	BC 107/109
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Session I (60 min) (choose from the following):

9:45 – 10:45	Microsoft Excel	Dave Balcerzak Assistant: Matt Biehl	BC 202
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	Creating Virtual Meetings	Ann Kelly Assistant: Joey Miano	BC 101
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	Google Sites: Get Your Department Organized	Alex Chichester, John Zaepfel	BC 204
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Session II (60 min) (choose from the following):

11:00 – 12:00	Data on Demand: SRS Tool	Ryan Ackley, John Zaepfel, Karen Moronski-Chapman	BC 202
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	Apple Computers	Charles Gibbs Assistant: Anthony Olan	BC 101
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	Blackboard in the Cloud	Peter Schilke Christina Zytariuk	BC 204
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