



University of California
San Francisco

TA Tech Training *2018-2019*

Office of Education and Instructional Services
Bren Ahearn & Shezar Saiffee

9/25/2018

Agenda

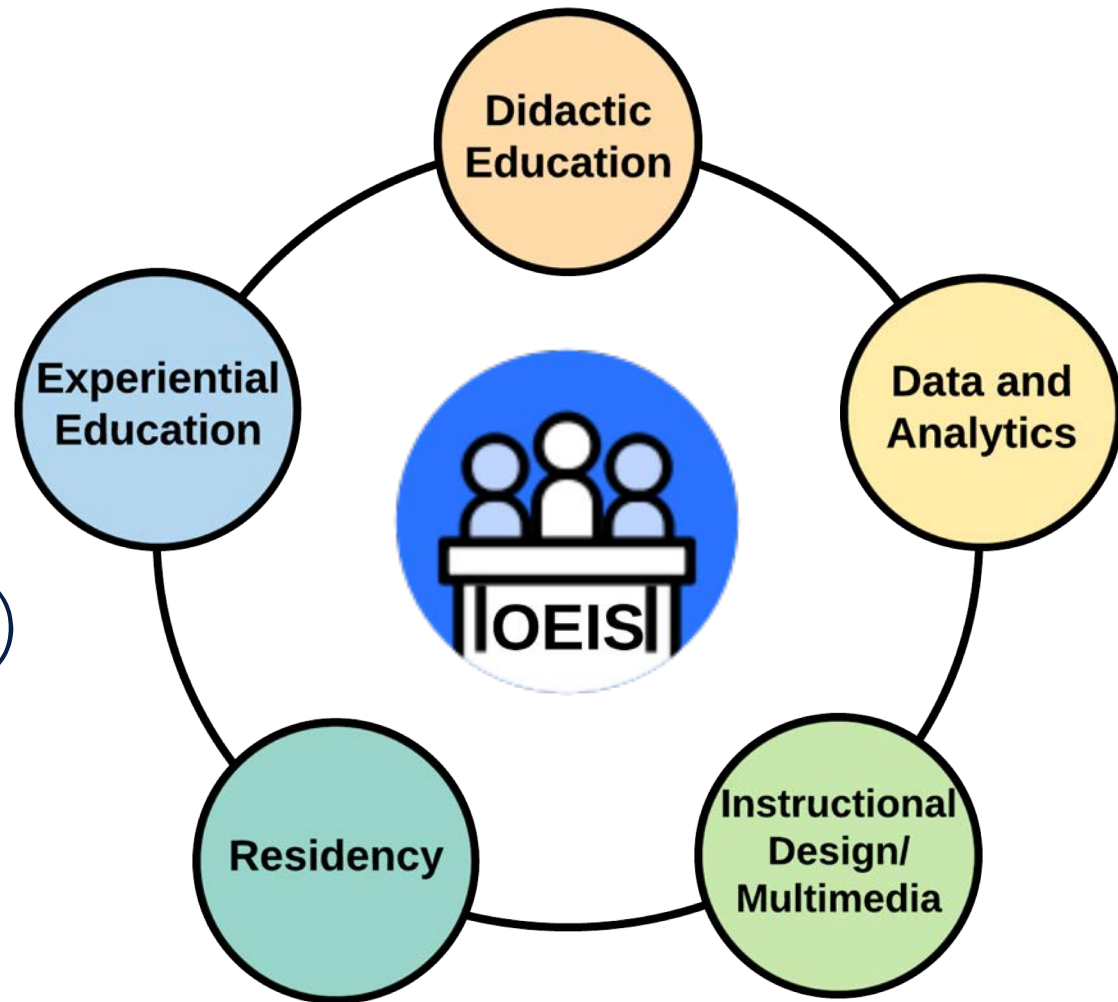
- Intro by Gitanjali Kapur
- Introduction to OEIS
- OEIS Resources
- Ilios
- CLE
- ExamSoft
- Student Help Desk
- SOP TA Training Page
- Questions with Ed. Coordinator



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Office of Education and Instructional Services

Office of Education and Instructional Services (OEIS)



OEIS - Didactic Education



Rebecca Miller, MS, Director

rebecca.miller@ucsf.edu



Cynthia Zarate, Education Coordinator

cynthia.zarate@ucsf.edu



Kylie Leung, Education Coordinator

Kylie.Leung@ucsf.edu



Bren Ahearn, Education Coordinator

Brendan.Ahearn@ucsf.edu



Shezar Saiffee, Education Coordinator

Shezar.Saiffee@ucsf.edu

OEIS - Experiential Education



Dayna Moore, Experiential Education
Administrator

Dayna.Moore@ucsf.edu



Kylie Ball, Applied Patient Skills Coordinator

Kylie.Ball@ucsf.edu



Arielle Landaverde, Introductory Pharmacy
Practice Education Coordinator

Arielle.Landaverde@ucsf.edu

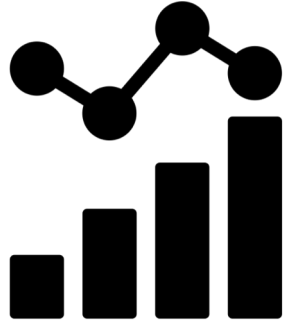


James Ferguson, Advanced Pharmacy
Practice Education Coordinator

James.Ferguson@ucsf.edu

OEIS - Data Management & Analytics

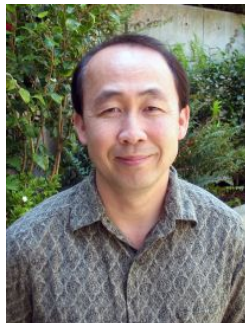
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Ravinder Singh, Data Education Manager
Ravinder.Singh@ucsf.edu



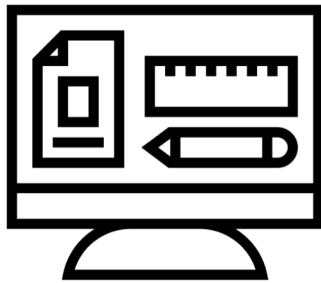
Stephen Bruer, Business Systems Analyst
Stephen.Bruer@ucsf.edu



Rodney Yun, Education Analyst
Rodney.Yun@ucsf.edu

OEIS - Instructional Design

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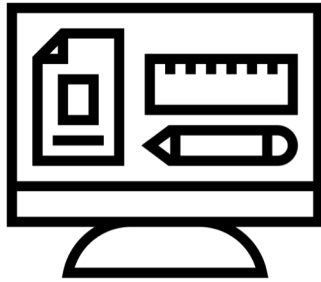


Alexa Tan, Multimedia Specialist

Alexa.Tan@ucsf.edu

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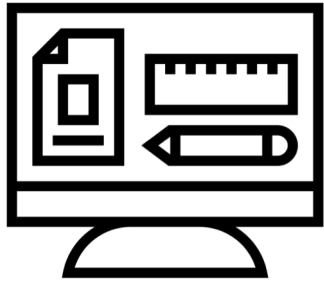


Gitanjali Kapur, Special Projects

Gitanjali.Kapur@ucsf.edu

OEIS – Administrative Services

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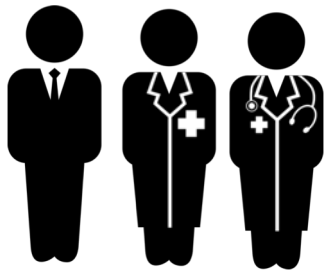
Polly Chew, Education Assistant

Polly.Chew@ucsf.edu

OEIS - Residency



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Erin Harrison, Residency & Continuing
Education Program Manager

Erin.Harrison@ucsf.edu

Office of Education & Instructional Services (OEIS)

WE PROVIDE CENTRALIZED, PROFESSIONAL SERVICES TO SUPPORT
STATE OF THE ART EDUCATION WITHIN THE SCHOOL OF PHARMACY



Implementation of education standards, policies, and procedures as approved by faculty and School leadership.

Curriculum
Administration



Learning support and coordination of course logistics through the cross-integration of educational systems.

Didactic Course
Support



Administrative support and coordination of IPPE and APPE curricula including site and rotation assignments.

Experiential
Education



Application and use of educational technologies to support instruction and student learning.

Educational
Technology



Collection and management of data for systematic assessment to guide curricular decision making.

Assessment



Program administration for Pharmacy Practice Residency and Specialty Residencies. Valuable resource for preceptors as well as aspiring students.

Residency
Program

Coordinator Assignments

Course	Coordinator
BPS 121 – Pharmacokinetics	Bren Ahearn
CP 125 – Applied Drug Information	Shezar Saifee
PC 121 – Pharmacology	Bren Ahearn
PHYSIO 121 – Physiology	Bren Ahearn
CP 135 – Applied Drug Information	Shezar Saifee
CP 130 – Therapeutics	Cynthia Zarate
CP 133 – Health Policy	Shezar Saifee
PC/PCOL131 – Pharmacology	Shezar Saifee
Pathway/Elective courses	Kylie Leung

Support and Resources

Topic	Department - Person
CLE/Ilios Calendar Support	OEIS - Education Coordinator
Exams	OEIS - Education Coordinator
Classroom Support	STAR Students
Poll Everywhere	OEIS – Education Coordinator and STAR Students
CLE Trainings and Workshops	Library - Learning Technologies Group • Learning Tech Clinics held on the 2nd and 4th Fridays of the month from 9am-4pm with CLE Basics training from 9-10:30am at the start of each session
Academic Skills and Support	Learning Resource Services • Find workshops online, such as Effective Learning Strategies
Student Computer Issues (ExamSoft, etc)	Student Help Desk – Scott Myers

Learning Resource Services

Services include:

- Optimizing studying
- Organizing studying
- Using memory more effectively

<http://learn.ucsf.edu/>



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Ilios

Ilios

■ Ilios Calendar

- Date/Time/Location/Instructor
- Type of Session (i.e. lecture, workshop, small group)
- Session Objectives

■ How To Access & Brief Demo

- Directly from <http://curriculum.ucsf.edu/>
- Calendar icon on your CLE course pages
- Sync events to your devices: <http://tiny.ucsf.edu/sync>



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CLE

CLE Systems

- Moodle (**Learning Management System**)

- Course Announcements
- Discussion Board
- Lecture Capture
- Weekly Modules
- Syllabus
- Learning Materials
- **Interactive:**
 - Quizzes
 - Articulate Modules

Best Practices: Course Materials

▪ Location

- CLE: Learning Materials, Discussion Board, Announcements, Quizzes, Articulates

▪ Naming Recommendation

- Term Course Date Title - Instructor
- e.g. W16 CP131 01-08 Respiratory Tract Infections II - Conan MacDougall

▪ PowerPoint specifications

- White backgrounds, dark fonts, at least 18 points
- Annotate all images
- PDF all files

CLE

- Roles in CLE: content/grading assistant
- How to Upload Materials

How do we communicate with students?

- Course Announcements – sent out by faculty and staff
- Q&A forum – students direct content questions to faculty
- Do not use the listserv





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ExamSoft



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Student Help Desk

Student Help Desk Services

- Provide frontline IT support
- New student preparations
- SoP in-house issue tracking
- Student input for education technology platform futures
- Workshop trainings for faculty and students
- Located in the Student Lounge S-956



pharm.ucsf.edu/helpdesk



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TA Training Page

OEIS Resources

SOP TA Training CLE Page

<https://courses.ucsf.edu/course/view.php?id=550>

OEIS E-mail

educationsop@ucsf.edu

OEIS Location

S-924



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Questions?