

ROCK YOUR DOGS

PDTs for Staff by e-Learning Services - Spring 2019

Visit the Professional Development & Training (PDT) website to sign up!

<http://connect.lcsc.edu/pdt/>

Room locations are listed on the PDT website. Register now to attend!



What: Creating Accessible Documents

When: Tuesday, February 19 @ 9:30am or 2:30pm

Who: Angela Meek

Learn how to create accessible Word documents by applying appropriate styles and formatting. We'll also talk about accessibility and color use in documents. Last, we'll look at how to run the built-in Accessibility Checker in Word to check and correct existing documents. Computers provided, or bring your own.



What: Creating Accessible PowerPoints

When: Monday, February 25 @ 9:00am or 2:00pm

Who: Angela Meek

Learn how to create accessible PowerPoints by applying appropriate styles and formatting. We'll also talk about accessibility and color use in presentations. Last, we'll look at how to run the built-in Accessibility Checker in PowerPoint to check and correct existing presentations. Computers provided, or bring your own.



What: Creating Accessible PDF Forms

When: Thursday, March 21 @ 9:00am or
Friday, March 22 @ 3:00pm

Who: Carrie Kyser

Learn how to make a PDF form with fillable fields, plus have the document be accessible. An accessible source document is vital, so if you are unfamiliar with making an accessible Word document, please attend the PDT "Creating Accessible Documents" on February 19. This is a hands-on workshop. Computers provided, or bring your own with Adobe Acrobat Pro installed.
