# The Technology Insider

KEEPING YOU INSIDE THE TECHNOLOGY LOOP

## The Easy Button Simple Solutions



## Technology HelpDesk System

Technology, in conjunction with Instructional Technology has re-designed the HelpDesk section of the TISD website to better provide access to Help Documents that might answer some of your every day technology questions.

The HelpDesk Section of the TISD website has been divided into the following areas:

- 1. E-mail Questions
- 2. Gradebook & TDAS
- 3. Projector Help
- 4. SmartBoards & Airliners
- 5. Internet Issues
- 6. Technology Forms

Each section has Help Documents posted for that specific topic.

Additional sections will be added, as new Help Documents are posted.

If you have a topic that you would like added, please let us know.

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## Help TISD go Green... Simple Steps



## Technology Services Staff Member Bio...

#### Joan Deleon

Joan Deleon is a true native of Tomball. Not only did she graduate from Tomball High School, so did her father. Her two children graduated from Tomball High School and her grandchildren are currently attending Tomball Schools. Joan has lived here all of her life and is a part of the Brautigam Cattle Company that is based here in Tomball.

Joan began her career with
Tomball ISD 28 years ago. At that
time, Tomball ISD was composed
of 3 schools; one High School,
one Junior High School, and one
Elementary school. Her title is
PEIMS Coordinator. What that
basically means, is that Joan is
responsible for reporting the
attendance for all of the schools,
the discipline for all of the schools
as well as the staff
responsibilities. Joan has been
and continues to be a huge asset
to the District.

#### Leigh Ann Holloway

Leigh Ann Holloway has been with the District for two years. Prior to that, she was the Program Coordinator for the Magnolia/
Tomball YMCA where she was in charge of the After School Programs based out of several elementary schools here in Tomball as well as Magnolia.

Leigh Ann recently moved to
Tomball from Magnolia. She is a
native Texan and originally hails
from Pampa, Texas. She has one
son attending Tomball High
School as a freshman and will
have one entering Lakewood
Elementary for Kindergarten next
year.

#### What is CIPA?



#### **Fortinet Content Filter FAQs**

Why do some websites get blocked that are legitimate instructional websites?

Fortinet works hard to categorize the websites correctly; however, with the billions of websites that are on the Internet, sometimes websites get categorized incorrectly. The websites are reviewed by numans and the categories can be misjudged and placed on the websites incorrectly. If you find this o be the case, please submit a "Blocked Internet Site Request Form" to Technology.

Why can't certain websites be unblocked for teacher or support computers only?

At this time in TISD, our system cannot distinguish between a teacher and a student computer. Technology is looking into ways we can allow certain websites to be unblocked by the end user, without having to go through Technology. As soon as Technology finds a solution to allow end users to by-pass the content filter for legitimate purposes, an e-mail notification will be sent.

How do I get a website unblocked?

In order to get a website unblocked, TISD has created a "Blocked Internet Site Request Form" that must be filled out and approved by your Content Specialist and Campus Administrator and then sen to Technology. Please allow 48 hours once sent to Technology for website to be opened.

Where can I find the "Blocked Internet Site Request Form"?

The "Blocked Internet Site Request Form" can be located on the Technology HelpDesk section of the TISD website under Technology Forms and/or in TDAS in the Document Library under Technology

## Technology: Did You Know?...

### What is E-mail Etiquette?



### **Technology Terminology**



#### **Cindy Fowler's HelpDesk Tips**



## Technology Services Staff Member Bio...

#### **Mary Roznos**

Mary Roznos is a native North Carolinian. As a child she moved from North Carolina to Florida, and then as a teen she finally made it to Texas. She came to TISD from Cy-Fair ISD where she started her career as a Bus Driver and then moved to HelpDesk.

Mary was hired as a Computer Technician here in Tomball ISD in 2006. Mary has 3 daughters, Melissa, currently in the Masters Program at Sam Houston State University, Stephanie, a sophomore at Texas A&M University, and JoAnna, a freshman at Texas A&M University. Her son, Phillip, is a sophomore at Tomball High School where he is a varsity mascot and participates in ROTC. Mary currently takes care of CPES, TAEC and Central Office.

#### Lee Dang

Lee Dang has been a Computer Technician with Tomball ISD since August of 2005. Prior to that, Lee was a technician with HISD.

While working as a contractor for another employer, Lee was called to Tomball ISD to repair some printers at Tomball. Lee liked it so much in TISD that he decided to join TISD.

Lee is originally from Saigon,
Vietnam and moved to Houston in
1978 where he resides with his
wife and 3 children. His son,
Steven, seventeen years old and
daughters Vivian and Felcia, 10
and 12 respectively, currently
attend HISD. Lee is currently
assigned to LES, WCES, NIS and
BIS.

#### Technology Services Staff

**Director of Technology** Tom Brawley

Mgr. Desktop/Network Services
Thomas Cranshaw

Mgr. Information Services
Cam Hendricks

Network Administrator Chris Montgomery

**Network Administrator** Twila Rank

**Web Application Developer**Jason Curry

**PEIMS Administrator**Joan Deleon

**Gradebook Specialist** Savilla McEntire

**Data Specialist** Tina Deleon

MIS Adm. Assistant
Arlene Knobloch

Technology Services Secretary Leigh Ann Holloway

HelpDesk Support Cindy Fowler

Computer Technicians Mary Roznos David Eikenberry Chris Thornton Lee Dang Santiago Paden



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### **Acrobat Reader Security Alert**



## Free Virus Software for TISD Employees

Software provided by Sophos' End User License Agreemen

SOPHOS Antivirus software is available free to Tomball ISD employees as part of TISD's license agreement with Sophos. Available for Microsoft Windows Computers Only!

To obtain a copy of the software, please contact the HelpDesk at Technology Services and check out a copy of the Installation CD. When checking out the Installation CD, you must sign an End User License Agreement and return the Installation CD the next work day.

Please read the End User License Agreement carefully and follow the installation instructions found or the CD exactly, as support for home computers is not provided by Tomball ISD or Sophos. The full Sophos User Manual is posted on the Technology Services website under Document Resources.

### **Home Wireless Security**



Be Safe and Secure