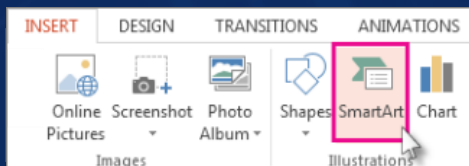


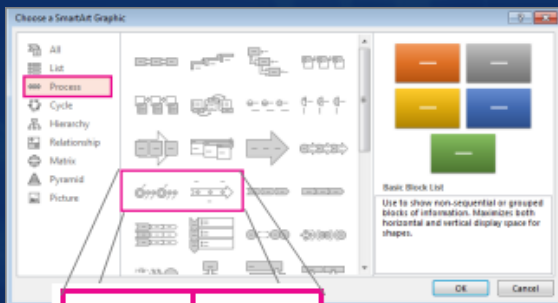
[Wikimedia Commons](#) - Check out this list of resources: *freely licensed and public domain images on the Web.*

Do you need a timeline? This works in Excel, Power point or Word!

1. Click - Insert tab, click SmartArt.



2. In the Choose a SmartArt Graphic gallery, click Process, and then double-click a timeline layout.



Circle Accent Timeline Basic Timeline

3. Click 'Text', and then type or paste your text in the SmartArt graphic.

Note: You can also open the Text Pane and type your text there.

For more information on timelines go to: <https://support.office.com/en-US/article/Create-a-timeline-9C4448A9-99C7-4B0E-8EFF-0DCF535F223C>

[PrintWhatYouLike](#) - lets you print the portions of any web page while skipping ads and other junk!

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<https://meetus.adobeevents.com/elearning>

The ADL (Advanced Distributed Learning) Initiative is a US government program. ADL was established to help programs, initiatives, and policies better support flexible, lifelong learning through the use of technology. Visit You tube to watch the 8 parts of visual design principles for e-Learning:

ADL visual design principles for e-learning, part 1
<https://www.youtube.com/watch?v=R7H7qs33JEM>

[Also, Check out ADL's virtual sandbox!](#) learn more about sandbox features, or jump right into building your own virtual world.

You can also learn about the other tools supported by ADL! Experience API (xAPI), Scorm, Virtual Sandbox and Mobile Learning!
<https://www.adlnet.gov/>



Blackboard tip:

Collecting Responses

As you are reviewing the postings on a discussion board, you may want to review a series of postings, or to print out several postings. The **Collect** option allows you to gather postings onto a single screen.

To Select a Post for Collection:

1. Click the box next to your message to place a
2. Check mark in it - If you prefer, select several messages.
3. Click on the **Collect** button.

FREE Course: Publishing as a mobile application from [Captivate Projects: Publishing for Mobile and the Web](#) (register for free for Lynda.com through your local library, for more Information see the Tidbits dated January 2017)