

Alton R. Kindred, EDITOR  
Manatee Junior College  
P.O. Box 1849  
Bradenton, FL 33506

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SEPTEMBER, 1978

## FAEDS FALL CONFERENCE PLANS ANNOUNCED

The FAEDS Fall Conference will meet in Orlando November 14-17 at the Howard Johnson's Florida Center at 14 and 435 (next to the Sheraton Twin Towers).

A full and varied program is planned for the 125-150 people who are expected to attend the conference. A Thursday night luau will be preceded by an open hospitality hour sponsored by MSA. A world famous magician from MSA will be in attendance. Other hospitality hour sponsors will be ITEL on Wednesday evening and NCS on Tuesday evening.

A list of vendors who have indicated a desire to participate in the conference includes such distinguished names as Informatics, SYCOR, Telex, Digital, Itel, MAS, NCS, Oxford Software, DASD Corporation, IBM, Decision Data, Courier Terminals, Better Business Forms, Southern Bell, Perdyne Corporation, Harris Computing Systems, and Sperry Univac.

An outstanding group of participants will present topics of interest. John Lee, a nationally known time and management expert, is scheduled to have a half day session on Thursday, November 15. Paul Pair, of Control Data Corporation, Tempe, Arizona, a member of the FAEDS Board of Directors, will present "Certification—as timely as tomorrow's newspaper."

Dr. L. Linton Deck, Superintendent of Orange County Schools, will speak on Educational management. IBM Corporation will present the current trend of CAI and CMI in the education industry. Gene Broward, Dade County Schools, will present automated textbook central warehouse, food service menu planning system. Orange County Schools will present a working demonstration of Project Discover.

Randy Johns, Seminole County, will present an automated student accounting system for a small to medium school district. Ron McCord, Manatee Junior College, will make a presentation on "Automated Student Registration for a Small College." Ron will also report on the FAEDS Installation Profile presented during the summer.

## DIRECTORS

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Palm Beach School District  
AEDS Liaison



Southern Bell and AT&T, represented by Jim Seeman of Tallahassee and Bob North of Atlanta, will make a technical presentation of ACS. Lanier Corporation will present a session on "How to Conduct a Meeting." Various other state of the art presentations will be made by both hardware and software manufacturers.

A brochure and room reservation card from the hotel are included with this issue of the JOB STREAM. Make your reservation early to insure a choice room.

#### LETTER FROM THE PRESIDENT

As our Fall Conference approaches, I would like for each of you to personally contact at least 10 people who have not attended a FAEDS Conference for at least a year and explain to them some of the good things that are going on and invite them to make a special effort to attend the Fall Conference.

It appears that vendor participation will be good, the program will be worthwhile, and coupled with the consortia officer's meeting, there will be many activities available. In addition to hardware exhibits, John Lee, on Time Management, and relevant computing topics, MSA's magician will be in attendance. This has all the signs of an outstanding conference. Let's don't keep it to ourselves, let's share it with others.

Sincerely,



Charles W. Lee  
President

#### NEW OFFICERS TAKE OVER

Newly-elected officers and board members assumed their duties at the FAEDS Summer Conference in Palm Beach, June 20-23. Charles W. Lee, Director of Data Processing at Central Florida Community College, moved into the presidency following his productive year as President-elect.

Ray Parker, Director, Florida Vocational Technical and Adult Education Information Systems, became Immediate Past President.

Elected at the conference, and assumed office there, were:

President-elect: Mike Staggs, Coordinator Systems Development, Orange County School District

Directors: Jeff Hunter, Director, South Florida Education Computer Consortium (SFECC); Marilyn Badessa, Systems Analyst, Escambia EDP Center; Terry Shoultes, Systems Analyst for Data Base Administration, Palm Beach School District; Bruce Collins, Systems Analyst, Broward County School District.

Continuing into the second year of their two-year terms were Lewis E. Nall, Educational Consultant-MIS, Department of Education; Ron McCord, Director of Computer Center, Manatee Junior College; Michael J. Styers, Operations & Training Supervisor, Brevard County School District. Addison Gilbert, Computer Operations Manager, Palm Beach Junior College, was appointed to complete the remaining year of Mike Staggs' term when Staggs became President-elect.



Alton R. Kindred, JOB STREAM Editor, Nikki Riggsbee, Membership Chairman, and John W. Kelly, AEDS Liaison, were named ex-officio directors.

#### FLORIDA EDUCATIONAL COMPUTING PROJECT TO MEET

The Florida Educational Computing Project will hold its consortium director's meeting on Tuesday, November 14, in Orlando. The meeting has been scheduled to make it more convenient for persons wanting to attend the FAEDS conference. Exact time and place of the meeting will be announced later.

#### DIGITAL EQUIPMENT CORPORATION SEMINAR

Digital Equipment Corporation invites FAEDS members to a seminar on "Digital in Education" to be held Friday, November 3, 1978 from 10:00 a.m. to 4:00 p.m. at the Hilton Inn South, 7400 International Drive, Orlando, Florida.

#### TENTATIVE OUTLINE

##### 1. Digital Presentation:

- A. Digital in Education - A history of the Digital Equipment Corporation, and its position in the educational community.
- B. Trends in Education - A review of general trends toward instructional computing.
- C. Product Overview - A general review of Digital's products for the educational market place. A brief synopsis of packaged systems and review of hardware relating to the educational user.
- D. Software Overview - A discussion of RSTS/E, DECAL, and, possibly, DECNET, etc.

##### 2. First State-Wide Digital Educational Users Group Meeting.

Lunch will be served from 12 til 1 p.m. Please respond to Digital Equipment if you wish to attend. They need an accurate account of attendees because of lunch and seating arrangements. Contact Jere F. Vanatta, Digital Equipment Corporation, 6000 Lake Ellenor Drive, Suite 130, Orlando, Florida 32809 -- (305) 851-4450.

#### SUMMARY OF SUMMER WORKSHOP TRACKS

One of the highlights of the FAEDS Summer Conference was the use of three tracks of instructional topics. Each track met for five different sessions. Through an arrangement with Palm Beach Junior College, participants could receive 1 CEU upon completion of a track.

Three members of the Manatee Junior College-Manatee School District have offered to prepare summaries of the tracks to share with JOB STREAM readers. We appreciate their contributions.



## TRACK I: DATA PROCESSING INSTALLATION MANAGEMENT

George Baldwin, CPA, gave a presentation of what to expect when the computer center is audited. Because Mr. Baldwin had worked as a programmer and systems analyst before receiving his CPA, he was able to speak the language of data processing. He impressed upon the group the importance of always being honest with the auditor without volunteering gratuitous information. He pointed out it is the duty of the auditor to follow up on anything that looks as if it might affect the outcome of the audit, even if something is said in jest or in passing.

Frank Mills, of the IBM Systems Science Institute in Chicago, pointed out that in order to do a good job of managing a computer center you must follow the same management principles that all managers must follow. You must be able to plan, organize, direct, and control whatever you are managing. A good manager should be able to manage any department regardless of the lack of technical background.

"Managing System Availability" was the presentation of Ken Dittmer, Advisory Systems Engineer with IBM in Jacksonville, Florida. He discussed how new problems and changes should be introduced and managed in the data processing center.

Ron McCord

## TRACK II: DATA COMMUNICATIONS/DATA BASE MANAGEMENT

The data communications portion of the track was presented Wednesday afternoon, June 21. Barry Harbaugh introduced a group from Southern Bell Telephone Company who made the presentation. The major portion of their program was a slide presentation and report on their conceptual version of the future of data communication. Following the slides was a question and answer period.

All day Thursday was devoted to Data Base Management, presented by George McAliley of IBM. The program was based on a course in DBM which Mr. McAliley has taught at Palm Beach Junior College.

Within his limited time frame, Mr. McAliley was able to cover advantages and disadvantages of DBM, how to evaluate and select from the available systems, and how to implement the one chosen. He further discussed the components of a data element dictionary and the responsibilities of a data base administrator, which he feels are integral to DBM. Many of his suggestions regarding Data Base Management are applicable to systems analysis in general.

Nikki Riggsbee

## TRACK III: IMPLEMENTING PAYROLL/PERSONNEL SYSTEMS

Payroll and personnel are identical, a unified organization each with specific duties, sharing a common file with common and separate areas of data. Discussions included: what is payroll; can your payroll be a profit center; security needs and possible solutions; preparing a feasibility report (audit of present systems, study needs and resolve backlogs, recommendations to management, changes in policies/procedures to adapt to new system); regulations of state and federal government as applicable to taxes and reports; payroll/personnel reporting frequencies; on-line vs. batch payroll processing; sources to consider in acquiring a new system (in-house, outside software package, service bureau); documentation.

Marlene Silver



FAEDS BOARD ACTIVITIES

The FAEDS Board of Directors met on August 10-11 at Howard Johnson Motor Lodge, Orlando. Bill English, a FAEDS charter member who is now retired, offered to serve as FAEDS Executive Secretary. The position is to be non-paid, except for reimbursement of expenses. The Board appointed English as Acting Executive Secretary pending the approval of the membership and any necessary changes in the Bylaws. Board member Jeff Hunter was appointed to help to develop a job description for the position.

Membership Chairman Nikki Riggsbee reported 29 institutional members naming 149 representatives, plus 27 individual membership for a total of 176 paid members as of August 10.

The FAEDS Installation Survey has been completed by Manatee Junior College and Manatee School Board personnel under the direction of Ron McCord. The report was printed and distributed by the Florida Education Computing Project. McCord received the compliments of the board for an outstanding job.

The Board recommended that the dues for institutional memberships be increased to \$10 per designated member and that individual memberships also be increased to \$10. The recommendation concerning dues will be submitted to the membership at the next business meeting in November.

The Board suggested that conference speakers be asked to prepare abstracts of their talks in advance to be printed in the JOB STREAM before the conference.

Jack Kelly reported that criteria for AEDS Chapter membership are: (1) 3 officers of the chapter must be members of AEDS, (2) the purposes of the chapter cannot be in conflict with AEDS, and (3) a fee of \$50.00 must be paid. Motions were made that FAEDS pay the AEDS membership fee of \$50 and as one of the AEDS optional benefits take two free memberships to be given to President Charles Lee and Acting Executive Secretary Bill English.

Sites of future conferences were set. Cocoa Beach was designated as the locality of the 1979 summer conference with St. Petersburg Beach as an alternative. Manatee Junior College and Manatee School District will be hosts of the 1979 fall conference, to be held in the Sarasota/Bradenton area. Broward was approved as host for the 1980 summer conference.

USED HOSPITAL COMPUTER AVAILABLE

A Hewlett-Packard hospital computer has become available in Daytona Beach at a price to be negotiated. The computer has BASIC, FORTRAN, and ALGOL compilers. Hardware includes a 64K CPU, 60 megabyte disk, IBM compatible floppy disk, a 300 line per minute printer with 132 columns, a model 2644A terminal, one KSR-33 teletype, 12 disk packs.

Additional information is available from Bill Walter, P.O. Box 1311, 211 North Ridgewood Avenue, Daytona Beach, Florida 32015, (904) 255-1981.



# Advance Notice

AEDS

## Workshops for Those Interested in Computers in Education

AEDS

### Schedule for Fall 1978 — Winter/Spring 1979

The Association for Educational Data Systems is offering a series of intensive workshops specifically developed for Educators, Administrators, and Computer Professionals interested in Computers in Education. All AEDS Workshops feature low advance registration fees (\$25 - \$65) and instructors with extensive experience in computer education. Descriptive brochures will be sent on request.

#### A. COMPUTERIZED DATA BASE MANAGEMENT

October 12, 1978 in ST. LOUIS, Missouri

This workshop will present Computerized Data Base Concepts and the rationale behind the implementation of a Data Base System. There will be frank discussion on the logical approach to data management, the need of a data base administrator, who should be the data base administrator and his duties, data base applications, data collection, structure of the data base, data access, control, security, integrity, recovery procedures, backup requirements, documentation, and the organization of data administration.

#### B. STRUCTURED PROGRAMMING

October 13, 1978 in ST. LOUIS, Missouri

This workshop will present structured programming techniques and applications that are currently being used to improve programming productivity. Emphasis will be on understanding basic techniques that should minimize programming errors and reduce software production costs. Discussions will include the patterns for teaching structured programming and the minimum facilities which should be implemented.

#### C. MICROBASIC COMPUTERS IN EDUCATION

October 15 and 20, 1978 in DES MOINES, Iowa

A two-day workshop on micro-mini computers and their use in education. Topics of discussion will include support of instruction, acquisition and maintenance of small systems, educational applications and future trends. An exhibit of small systems will demonstrate current techniques.

#### D. OPTICAL SCANNING FOR DATA ENTRY

November 3, 1978 in WICHITA, Kansas

This workshop will provide educators, administrators and decision-makers with a practical understanding of optical reading equipment; their many uses in the educational environment; the limitations and advantages of their use; document considerations and the impact upon the users.

#### E. DEVELOPMENT OF COMPUTER COURSEWARE AUTHORIZING TECHNIQUES

December 1, 1978 in SAN FRANCISCO, California

This workshop will offer practical description and experience in authoring instructional programs. The instructors will include authors, editors and computer professionals from the CAI Publishing Industry. They will offer useful ideas for developing different types of instructional programs to be marketed commercially. The workshop will focus on methods for organizing and proposing an authoring project, and offer instruction in practical authoring and editing techniques.

#### F. MANAGEMENT INFORMATION SYSTEMS CONCEPTS FOR EDUCATORS

December 6, 1978 in SYRACUSE, New York

This AEDS workshop will focus on concepts of management information systems and how these concepts can be applied in the educational environment. Topics will also include systems designed to simplify administrative functions and to improve the instructional program. The workshop will include presentations, reviews of existing information systems, case studies and group discussions.

#### G. SIXTH COLLEGE CURRICULA WORKSHOP IN COMPUTER SCIENCE AND DATA PROCESSING

February 1 and 2, 1979 in ORLANDO, Florida

Sixth annual workshop for educators and administrators developing, planning, or evaluating course content, curricula, hardware and software required to support instructional programs in computer science and data processing for colleges, junior colleges, and technical schools. Discussions will include curriculum recommendations for undergraduate programs, sources of new educational material, degree programs, placement of graduates, needs of industry, evaluation of instructional systems, and the development of a computer

#### H. COMPUTER SUPPORT FOR TEACHER DIRECTED INSTRUCTIONAL PROGRAMS UTILIZING CRITERION-REFERENCED MEASUREMENT

February 8 and 9, 1979 in DENVER, Colorado

A two-day workshop for faculty, administrators, and data processing personnel interested in implementing teacher directed instructional programs. Emphasis will be on the use of criterion-referenced measurement results for forming optimal student groups for instruction.

#### I. OPTICAL MARK READING IN AN EDUCATIONAL ENVIRONMENT

February 15, 1979 in ATLANTA, Georgia

OMR (Optical Mark Reading) techniques are of great value to the educational community and are fast becoming the most used methods of data collection. Workshop presentations will include advances in technology, ease of implementation, user acceptance, administrative commitment, forms design, the delivery system, cost effectiveness, and advantages over manual data entry systems.

#### J. PERSONAL COMPUTERS AND COMPUTER EDUCATION

March 8, 1979 in ST. LOUIS, Missouri

This workshop on the evolution and application of personal size computers to computer education will be of special interest to educators at all levels. Presentation will include hardware and software implementations, costs, reduction, plus a variety of scientific and general applications. An exhibit will feature some of the recent innovations in personal computing products showing particular promise in the support of instructional programs.

#### K. THE DEVELOPMENT AND EVALUATION OF EDUCATIONAL PROGRAMS IN COMPUTER SCIENCE AND DATA PROCESSING

March 9, 1979 in ST. LOUIS, Missouri

The tenth annual AEDS workshop for educators and administrators developing, planning, or evaluating course content, curricula, hardware, and software required to support instructional programs in computer science and data processing for colleges, junior colleges, and technical schools. Discussions will include curriculum recommendations for undergraduate programs, sources of new educational materials, degree programs, placement of graduates, needs of industry, evaluation of instructional systems, and the development of a computer educational services laboratory for a college campus.

#### L. MANAGEMENT INFORMATION SYSTEMS SUPPORT FOR ACADEMIC ADMINISTRATORS

March 16, 1979 in CHICAGO, Illinois

A workshop for college and university academic administrators, systems and programming managers, and systems designers. The focus will be on the problem of providing MIS support for academic administrators, faculty, deans and department chairmen to aid them in their management and planning roles. Areas covered will include establishing the management and planning framework, gaining the trust and confidence of the academic administrators, identifying the information needs, and getting started on the system design and implementation.



## AEDS

COMPUTER EDUCATION

## WORKSHOPS

## ASSOCIATION FOR EDUCATIONAL DATA SYSTEMS

A Constituent Society of the American Federation of Information Processing Societies. (AFIPS)

A Charter Member of the Institute for Certification of Computer Professionals. (ICCP)



AEDS

... the professional organization for those interested in computers in education

## APPLICATION FOR INDIVIDUAL MEMBERSHIP

Individual members receive the AEDS Bulletin, AEDS Monitor, Journal, Directory, special publications and reductions in registration fees for workshops, annual conference and other activities.

## Type of Membership

- |                                     |      |                                         |
|-------------------------------------|------|-----------------------------------------|
| <input type="checkbox"/> Individual | \$25 | <input type="checkbox"/> New Membership |
| <input type="checkbox"/> Student    | \$10 | <input type="checkbox"/> Renewal        |

Enclose check payable to:

AEDS  
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Please Print:

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Signature: \_\_\_\_\_

Student applicants, please complete:

School attending: \_\_\_\_\_ Professor: \_\_\_\_\_

Please forward descriptive brochures on the following workshops as soon as available.

A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐  
H ☐ I ☐ J ☐ K ☐ L ☐

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

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City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please forward this announcement to other educators, administrators and computer professionals.

PLEASE CUT AND MAIL TO:

AEDS WORKSHOPS  
P.O. BOX 951  
ROLLA, MISSOURI 65401  
(314) 361-4841

