

# INFOBYTES

TECHNOLOGY SERVICES DIVISION OF STUDENT AFFAIRS

## Meet George: Tech Services' New Director

Name: **George DiGiacomo**

Job Title: **Director of Technology Services**

What you do: **I lead the team that builds the websites and maintains the computers for the Unions and DSA.**

How long have you been at UM? **Just a few weeks, so I'm making good use of the CIC Acronym Decoder :**

<http://uis.umich.edu/cic/acronyms/>

What is your favorite job memory? **So Far, at UM, it's walking in the front door of the Union.**

What do you like to do in your free time? **Being outdoors, woodworking, hiking, family time.**

What's your favorite computer tip or trick? **Firefox Add-ons: FireShot, FireGestures & Web Developer.**

List a few of your favorite web sites: **google.com (of course), maps.live.com (birds-eye view), kayak.com, wikipedia.org. Sites with bells and/or whistles that really work.**

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## **Tech Services Says Goodbye to Therese Nielsen**

Many thanks are due to Therese Nielsen who is resigning from her position at Technology Services to get married and relocate to Chicago. User interface design and information architecture have been a passion for Therese, and her work at U of M has always reflected her enthusiasm. Therese's focus on creating a better experience has consistently given our users confidence that they can find what they are looking for without wasting time. Her attention to detail and pride in her work have earned many kudos for our department. Therese has been a friend and dedicated worker whose talents and friendly disposition will be greatly missed.

## **Firefox vs Other Web Browsers**

Which web browser are you currently using? Firefox, Internet Explorer, Safari? In Tech Services we use Firefox the majority of the time and only use Internet Explorer and Safari for testing purposes.

Firefox is standards compliant. A fully standards-compliant website follows the guidelines established by the World Wide Web Consortium (W3C) Theoretically, Firefox is also more secure. In addition, there are really great extensions you can download to customize your experience with the browser. For example:

- Colorful Tabs-Change color of tabs
- Adblock Plus-Block banner ads
- Customize Google-Enhance search results by adding extra information

For all of the Fire Fox extensions visit, <https://addons.mozilla.org/en-US/firefox/>

## Ann Arbor on Google Maps!

You can now search the University Campus with Google Maps Street View. Check it out!

[maps.google.com](https://maps.google.com)

## Tips from Lifehacker: Make your to-do list doable

*Taken from the book: Upgrade Your Life by Gina Trapani*

### YOU ARE THE BOSS OF YOU

At any point during the work day, you are in one of two modes: thinking mode (boss hat) and action mode (personal assistant hat). While wearing your boss hat it's up to you to write down the instructions in a way that your assistant self can do them without thinking.

### HOW TO ORDER YOURSELF AROUND

#### Only put items on the list that you are definitely doing -

Sometimes you think of tasks you just aren't ready to do yet. Move these items into a separate list, a holding area for Some Day/Maybe lists. You'd tell your Assistant to do something only if you absolutely, positively want it done

#### Break it Down -

The best way to make yourself avoid working on a to-do is to make it a vague monstrosity. Below are examples of making your to-do lists more doable:

#### *Road Block to-do's*

Find a new dentist

Replace the broken glass tabletop

Learn Italian

Upgrade web site

#### *Doable to-do's*

Email Jayne and ask what dentist she goes

Measure the table dimensions. Call Sand

Check U of Whatever's web site (whatever.edu) for fall Italian class offerings

Draft a list of five website upgrades

*For more tips see pages 80-85 in the Lifehacker book*

“It’s just ones and zeros”



## Dean of Students Website

By Scott Heinowski

The Dean of Students site was redesigned primarily to update its accessibility to non-sighted visitors. The look and feel of the site were changed at the same time to a cleaner more modern look. This allowed for the site to be more readable, and made it easier for visitors to find what they were looking for.

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Where were did you grow up? **Mid-Hudson Valley, New York**

What is your college degree? **BA in English and completing a Master’s in Management and Systems.**

If you won the lotto what would you do? **When I win the lotto, I will invest it wisely and live long and prosper.**

Favorite movie? **It’s not a movie, but Planet Earth, from the BBC, was incredible.**

Favorite Book? **Confederates in the Attic.**

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