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 NASA. A world famous magician from NASA 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, SYCOM, Telex, Digital, Itel, NASA, NCS, Oxford Software, DASD Corporation, IBM, Decision Data, Courier Terminals, Better Business Forms, Southern Bell, Pardyne 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 Fair, of Control Data Corporation, Tempe, Arizona, a member of the FAEDS Board of Director, will present "Certification—as timely as tomorrow's newspaper."

Dr. L. Linton Beck, 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. Gads Broward, Dade County Schools, will present automated textbook control 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 McRae, 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.
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 M. 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 M. 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 (SFECO); 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. Hall, Educational Consultant-MIS, Department of Education; Ron McCard, Director of Computer Center, Manatee Junior College; Michael J. Stivers, 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 Riggabee, Membership Chairman, and John W. Kelly, AIDS 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:
   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 32839 -- (305) 251-4460.

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.
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 communications. Following the slides was a question and answer period.

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

Within his limited time frame, Mr. McAlliley 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-hours, outside software package, service bureau); documentation.

Harlene Silver
FALDS BOARD ACTIVITIES

The FALDS Board of Directors met on August 10-11 at Howard Johnson Motor Lodge, Orlando. Bill English, a FALDS charter member who is now retired, offered to serve as FALDS 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 develop a job description for the position.

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

The FALDS 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 1981 SREAS 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 FALDS pay the AEDS membership fee of $50 and as one of the AEDS optional benefits take the 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 ALCOL compilers. Hardware includes a 44K 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 Miles, P.O. Box 1311, 211 North Ridgewood Avenue, Daytona Beach, Florida 32114, (904) 255-1381.
Advance Notice

Workshops for Those Interested in
Computers in Education

Schedule for Fall 1978 — Winter/Spring 1979

The Association for Educational Data Systems is offering a series of intensive workshops specifically designed 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 relevant database concepts and techniques behind the implementation of a Data Base System. There will be discussions on the logical approach to data management, the need for a data base administrator, and methods of implementing a database. Applications of the database system, data access control, security, integrity, recovery procedures, backup requirements, documentation, and the organization of system administration.

B. STRUCTURED PROGRAMMING MANAGEMENT
October 19, 1978 in ST. LOUIS, Missouri
This workshop will present structured programming concepts and techniques. The participants will learn the principles of structured programming and how they can be implemented in their organizations. The workshop will address the benefits of structured programming and how it can improve productivity and code quality.

C. DEVELOPMENT OF A COMPUTER IN EDUCATION
October 20, 1978 in ST. LOUIS, Missouri
This workshop will discuss the planning and implementation of a computer system in education. Participants will learn about the various aspects of computer systems, including hardware, software, and networking. The workshop will also cover the importance of training and support in the implementation of a computer system.

D. OCR SCALES FOR DATA ENTRY
November 17, 1978 in WASHINGTON, D.C.
This workshop will focus on Optical Character Recognition (OCR) technology. Participants will learn about the various OCR systems available, their applications, and how they can be used in education. The workshop will also cover the importance of training in the use of OCR systems.

E. DEVELOPMENT OF COMPUTER CONSENT OUTLINING TECHNIQUES
December 1, 1978 in SAN FRANCISCO, California
This workshop will introduce the concept of computer-aided outlining. Participants will learn about the advantages and disadvantages of computer-aided outlining and how it can be used to enhance the teaching and learning process.

F. MANAGEMENT INFORMATION SYSTEM CONCEPTS FOR EDUCATORS
December 8, 1978 in SYRACUSE, New York
This workshop will provide an overview of the role of management information systems in education. Participants will learn about the benefits and challenges of implementing an information system in an educational setting.

G. HOSPITAL CURRICULUM WORKSHOP IN COMPUTER SCIENCE AND DATA PROCESSING
February 2, 1979 in CHICAGO, Illinois
This workshop will focus on the integration of computer science and data processing in the healthcare industry. Participants will learn about the latest developments in computer science and data processing and how they can be applied in the healthcare field.

H. COMPUTER SUPPORT FOR TEACHER DIRECTED INSTRUCTIONAL PROGRAMS USING COMMUNICATIONS MANAGEMENT
February 9, 1979 in DENVER, Colorado
This workshop will focus on the use of computer support for teacher-directed instruction in educational settings. Participants will learn about the benefits and challenges of using computers to support teachers and students in the classroom.

I. OPTICAL MARK READING IN AN EDUCATIONAL ENVIRONMENT
February 17, 1979 in ATLANTA, Georgia
This workshop will focus on the use of optical mark reading technology in educational settings. Participants will learn about the advantages and disadvantages of using optical mark reading technology in education.

J. PERSONAL COMPUTERS AND COMPUTER EDUCATION
March 19, 1979 in ST. LOUIS, Missouri
This workshop will focus on the role of personal computers in education. Participants will learn about the benefits and challenges of using personal computers in education and how they can be integrated into the classroom.

K. THE DEVELOPMENT AND EVALUATION OF EDUCATIONAL PROGRAMS IN COMPUTER SCIENCE AND DATA PROCESSING
March 5, 1979 in ST. LOUIS, Missouri
This workshop will focus on the development and evaluation of educational programs in computer science and data processing. Participants will learn about the latest developments in computer science and data processing and how they can be used to enhance the teaching and learning process.

L. MANAGEMENT INFORMATION SYSTEM SUPPORT FOR ACADOMIC ADMINISTRATORS
March 14, 1979 in CHICAGO, Illinois
This workshop will focus on the role of management information systems in academic administration. Participants will learn about the benefits and challenges of using management information systems in academic administration and how they can be used to enhance the decision-making process.

--- PLEASE NOTE ---
**AEDS 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.

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Enclose check payable to:

AEDS
1201 17th Street N.W.
Washington, D.C. 20006
Phone: (202) 343-5100

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

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Please Print:
Name: ____________________________  (last)  (first)  (middle)
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Signature: ____________________________

School attending: ____________________________  Professor: ____________________________

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