

# Modern HigherEd

The complete technology solution for  
today's universities & colleges



**OneOffice**



**Mission** – A simple, complete & secure platform to empower productive institutions

# Why?

## **1. Complete & Easy-to-use**

All features in one convenient place

## **2. Secure**

Private servers, end-end encryption

## **3. Cost Effective**

Technology, servers, updates, IT



# Introduction

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- The modern university needs three main platforms to operate effectively
  - **Productivity & Collaboration** – Files, Emails, Video
  - **Learning Management System**
  - **Campus Management System**
- OneOffice provides a single comprehensive integrated solution

# OneOffice Productivity

# Features

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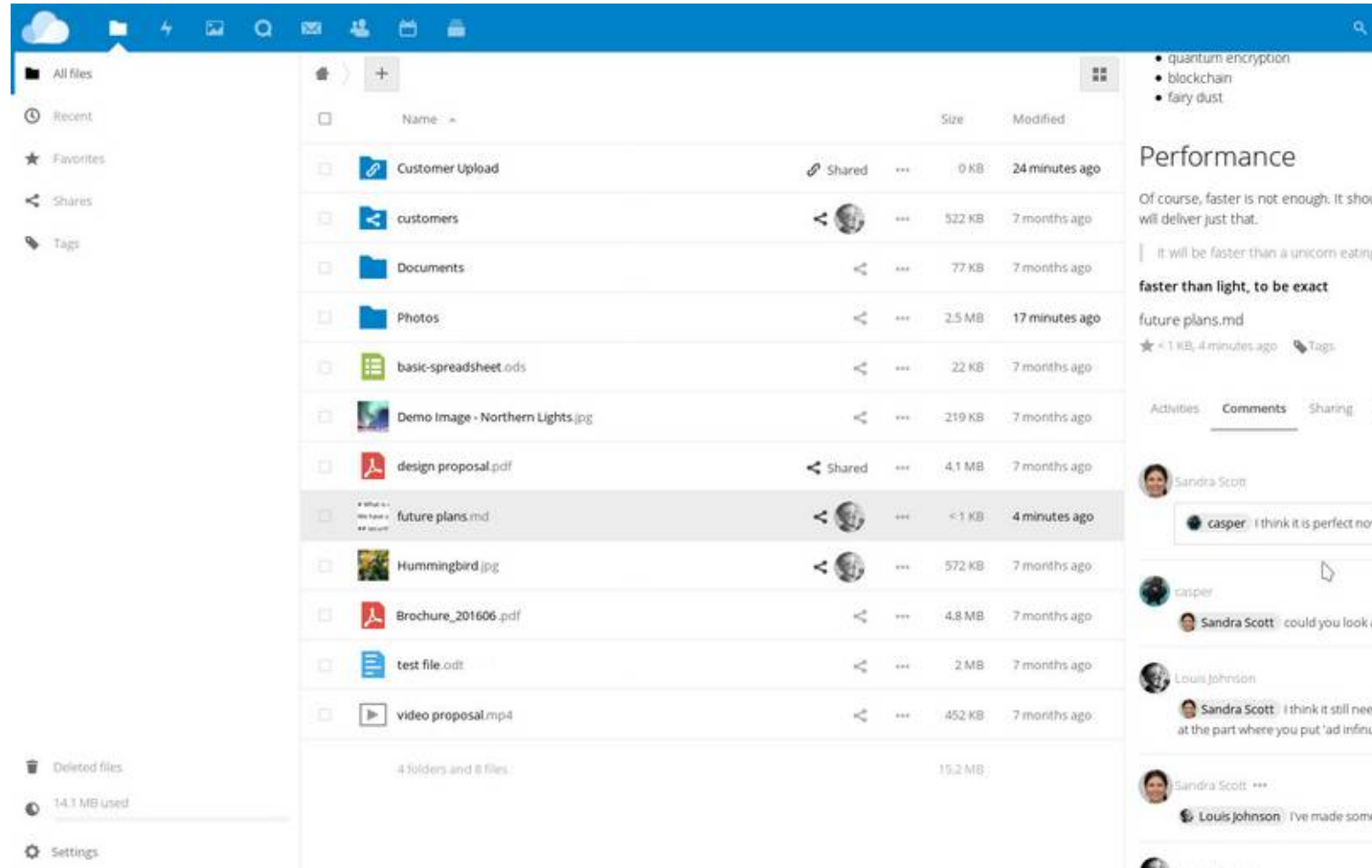
- Full **productivity** – Word, PPT, XLS, Visio
- Real **collaboration**
- Email, Calendar, Contacts
- **Files** & Storage
- Secure **Video** & Chat
- Projects
- Forms
- Appointments
- Notes
- Hybrid
- **Military-grade Security**



# 1. Files & Sharing



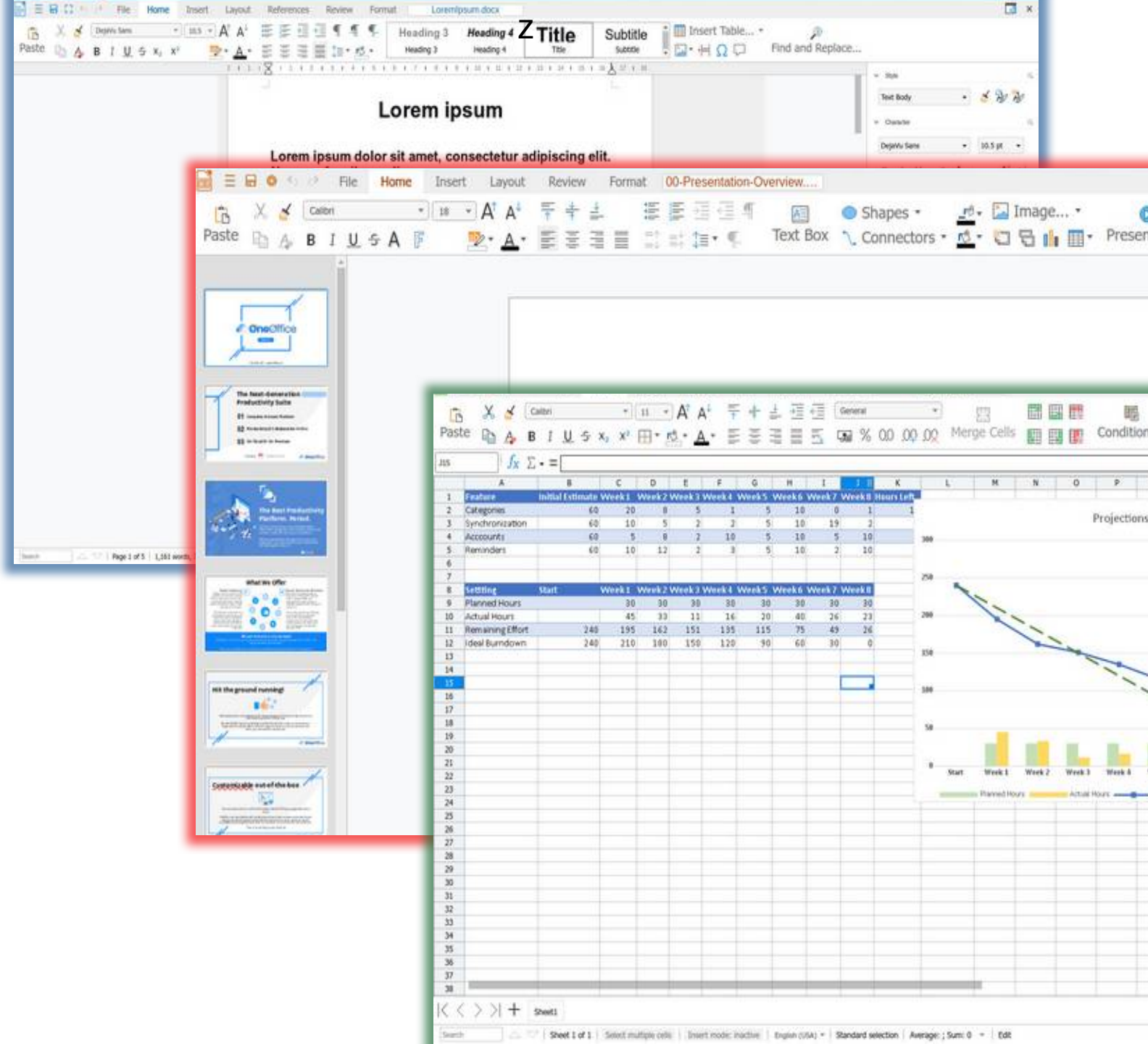
- Folders & Files
- Desktop sync
- Live-chat
- Internal share
- External share w/ different permissions
- Version control
- Audit
- Comments
- Tags



# 2. Documents

- Full Online Editor
- Lightning fast
- Word, PPT, Excel, Visio
- Live-collaboration
- Comments
- Track changes
- PDF / format conversion
- Live presentation
- Live chats & calls

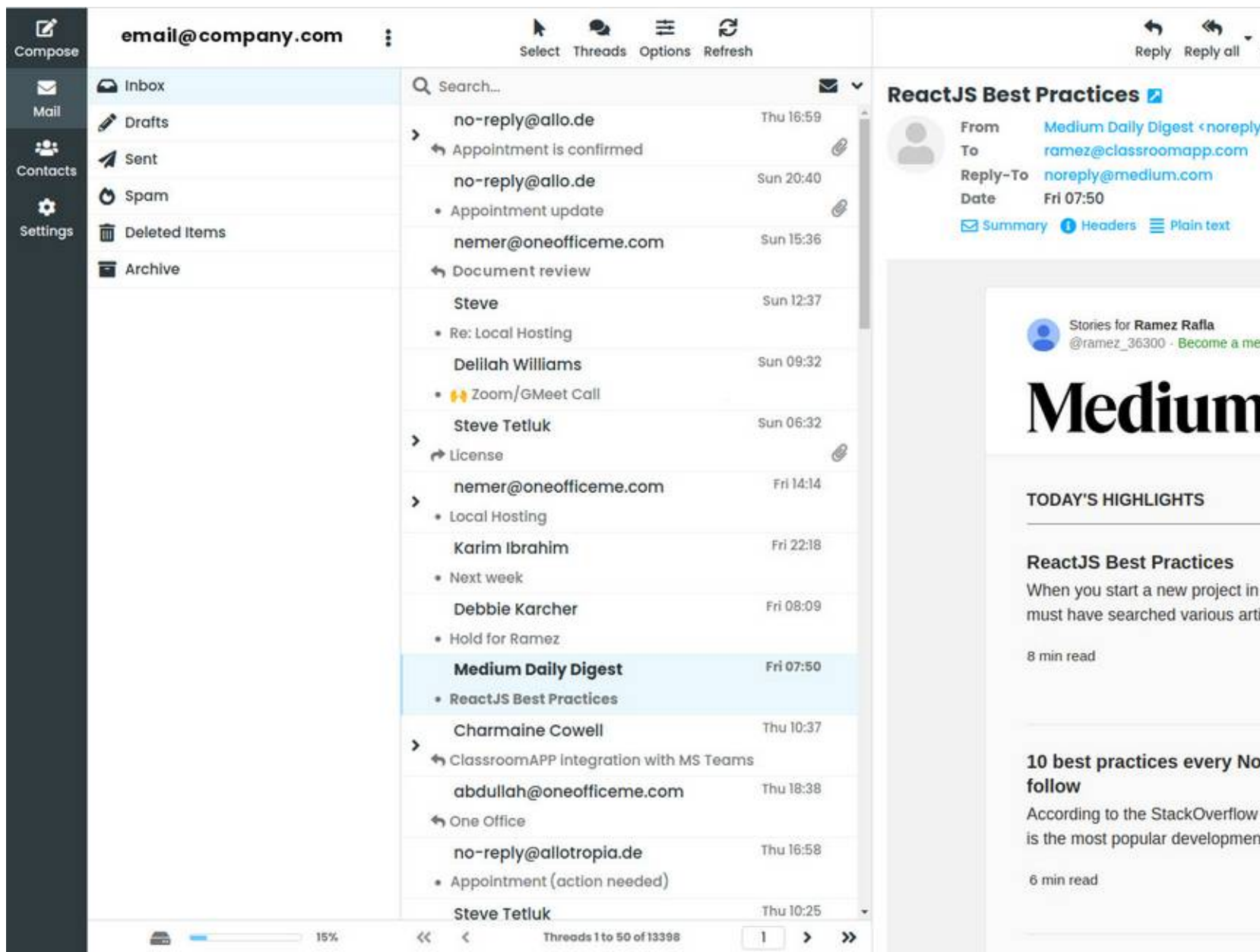
[www.thesmartgroup.co.za/oneoffice/](http://www.thesmartgroup.co.za/oneoffice/)



# 3. Emails

- Secure email server
- Lightning fast
- Mobile sync
- Out of office
- Filters
- Files integration

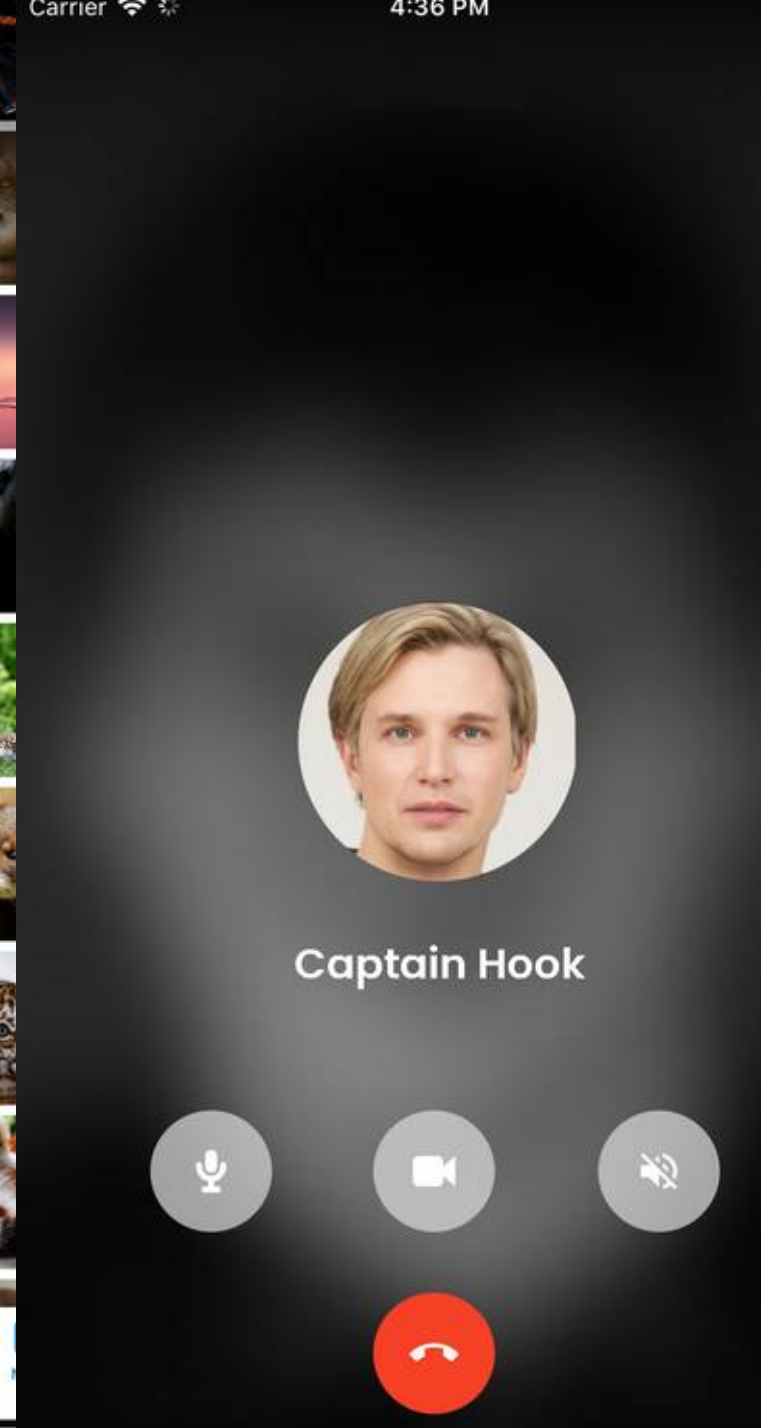
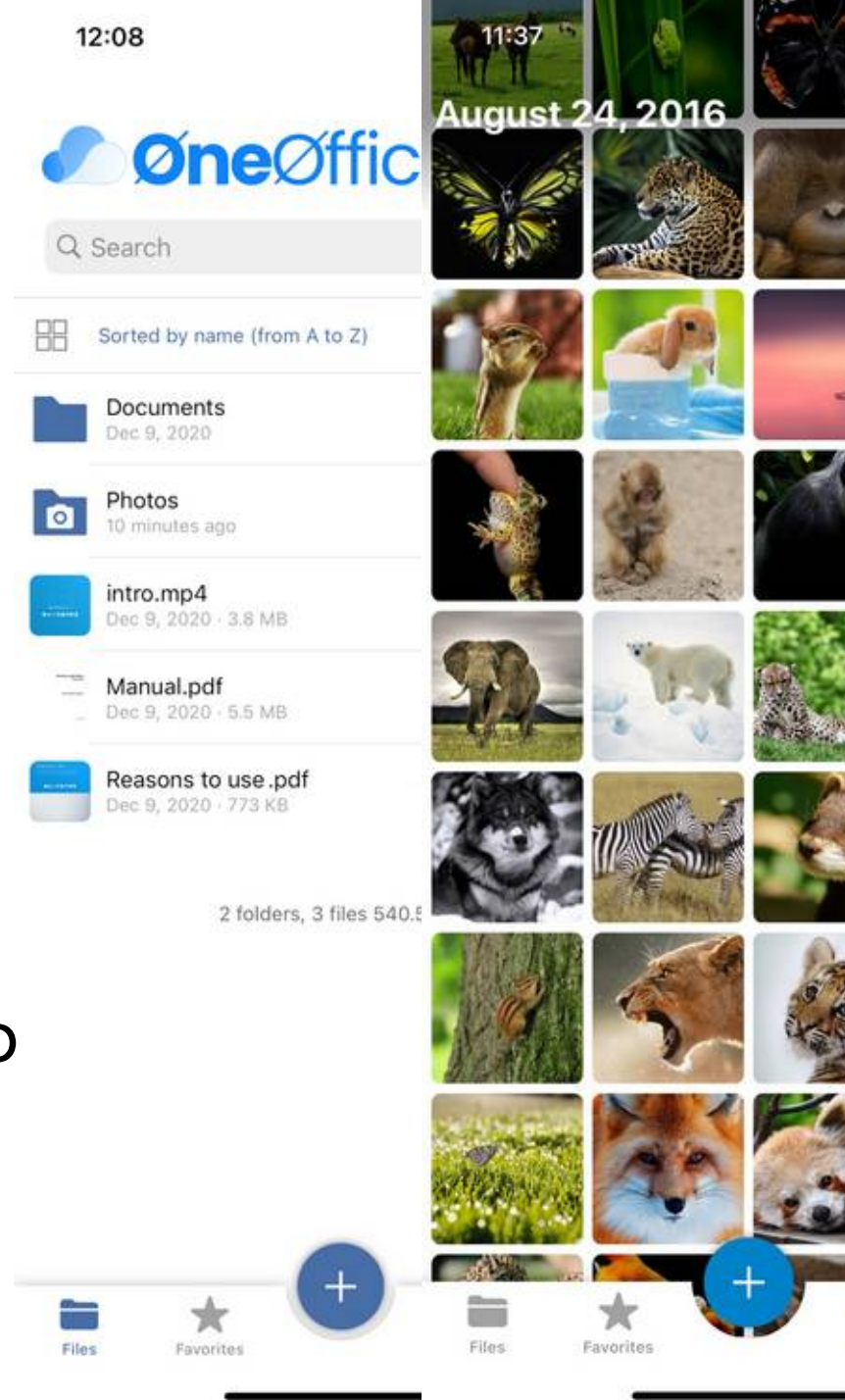
www.thesmartgroup.co.za/oneoffice/



# 4. Apps

- Drive for Mobile
- Meet for Mobile
- Authentication Mobile
- Desktop editor
- Desktop email
- Desktop sync / backup

[www.thesmartgroup.co.za/oneoffice/](http://www.thesmartgroup.co.za/oneoffice/)



# 5. Chats / Calls

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- End-to-end encrypted
- Mobile app
- Permanent chat / call links
- Background blur
- Integrates w/ docs & projects



# 6. Webinar

- Up to 1000 users
- Recording
- Lighting fast
- Low bandwidth
- Smart audio check
- Document sharing
- External video sync
- Secure chat
- Mobile-ready

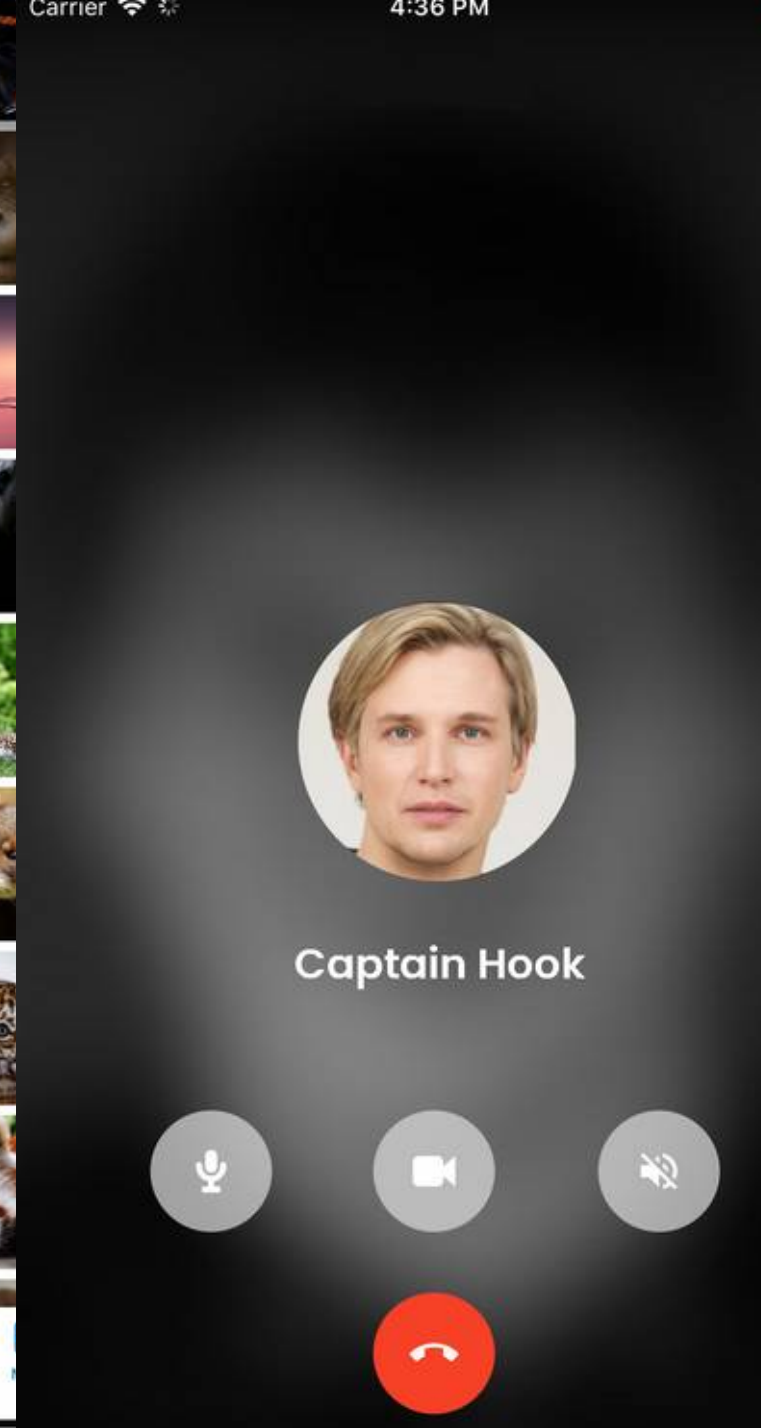
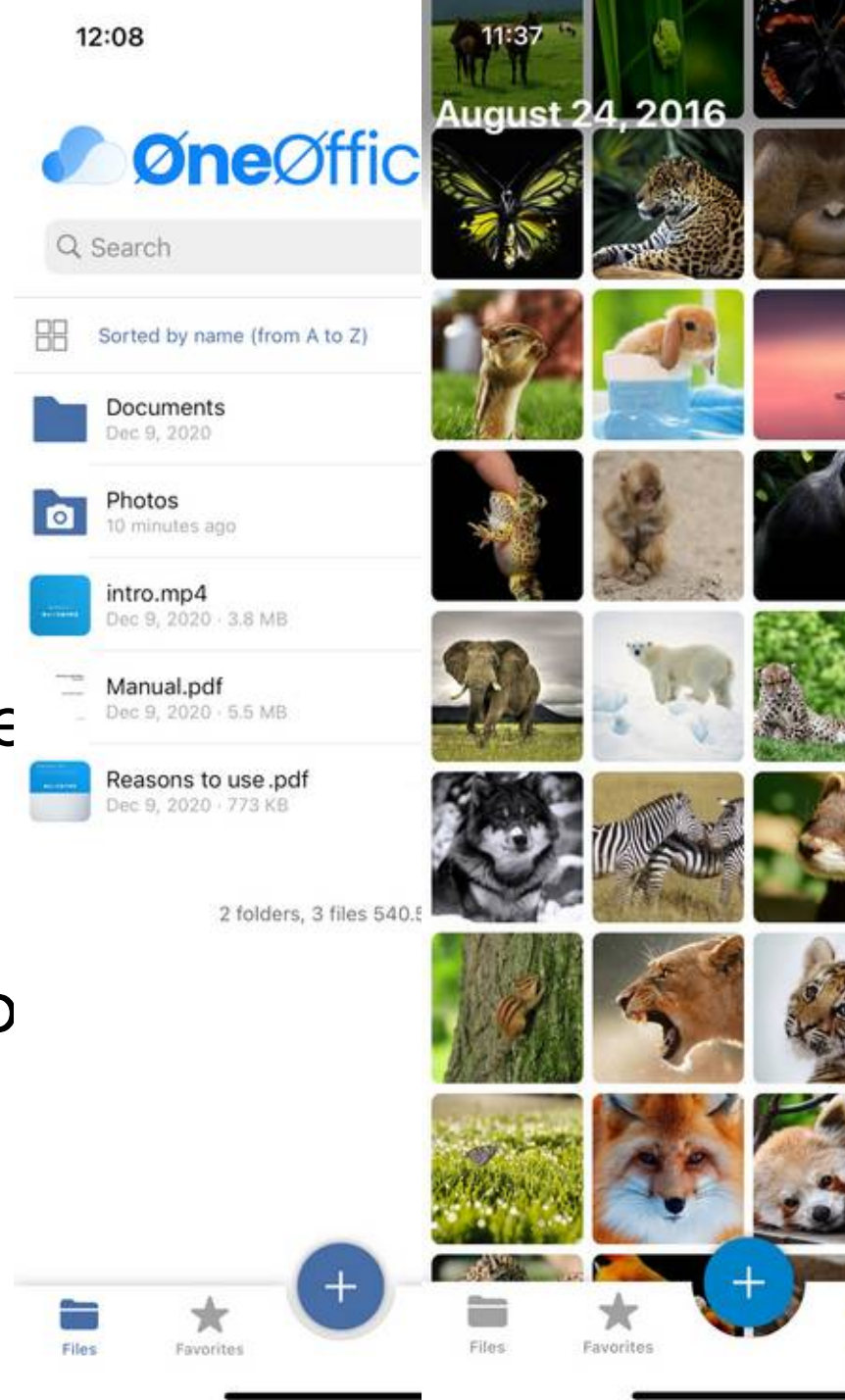
[www.thesmartgroup.co.za/oneoffice/](http://www.thesmartgroup.co.za/oneoffice/)



# 7. Apps

- Drive for Mobile
- Meet for Mobile
- Authentication / Mobile
- Desktop editor
- Desktop email
- Desktop sync / backup

[www.thesmartgroup.co.za/oneoffice/](http://www.thesmartgroup.co.za/oneoffice/)



# Learning Management System – based on Ilias

# In Great Company!

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Universität zu Köln – Germany  
(2004) 105,000 users



Universität Bern – Swiss  
(2006) 70,000 users



Copernicus Languages – Italy / EU (2004)  
50,000 users



Toulouse III – France  
(2012) 35,000 users



University of Jaén – Spain  
(2003) 25,000 users



Altai State Technical Univ – Russia  
(2012) 20,000 users

# Complete Feature-Set



- Testing & Question banks
- Content & Learning Objects
- Portfolios
- Gradebook
- Advanced user permissions
- Reports
- Social – Blog, forum, chat, wiki
- Multimedia
- Calendar
- Certificates
- Video conferencing
- Media
- Integration & Single Sign on

[www.thesmartgroup.co.za/oneoffice/](http://www.thesmartgroup.co.za/oneoffice/)

Basic	User Services	Container Objects	
General Settings	Personal Desktop	Repository	
Main Menu	Portfolio	Course	
Layout and Styles	News and Web Feeds	Group	
Editing	'Who is online?'-Tool	Study Programmes	
Languages	Contacts		
Help System	Calendar	<th>Content Objects</th>	Content Objects
Accessibility	Mail	Bibliography	
Plugins	<th>Content Services</th>	Content Services	Blog
Third Party Software	Search	Chat Room	
Workflow Engine	Metadata	Exercise	
<th>User Administration</th>	User Administration	Tagging	Files
User Management	Taxonomy	Forum	
Terms of Service	ECS	Learning Modules	
Roles	LTI	Mediacast	
Organisational Units	Didactic Templates	Media Objects and Pools	
Authentication and Registration	PDF Generation	Survey	
Privacy and Security	<th>Maintenance</th>	Maintenance	Test and Assessment
<th>Learning Outcomes</th>	Learning Outcomes	Logging	Weblink
Competence Management	System Check	Wiki	
Badges	Restored Objects		
Certificates	Repository Trash and Permissions		
Statistics and Learning Progress			

# Intuitive User Interface



International University - Knowledge is the stepping stone to Excellence

PERSONAL DESKTOP ▾ REPOSITORY ▾ ADMINISTRATION ▾

Discrete Algorithms

Actions ▾

Content

Info

Settings

Members

Learning Progress

Metadata

Export

Permissions

Show Member View >

[View](#)

Manage

Sorting

Customize Page

Add New Item ▾

Calendar

< Apr 2020 >

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

ICal

## Welcome to the course

This is your **first course in discrete mathematics**.  
Practising problems is essential for full acquisition of body of knowledge.  
Note that the content is sequential, if you fall behind you will have a hard time keeping up in lectures.

### CONTENT

Discussion Board

Articles (Unread): 0 (0)

▾

How well did we do?

360° Mode

▾

Pre-test

Status: offline

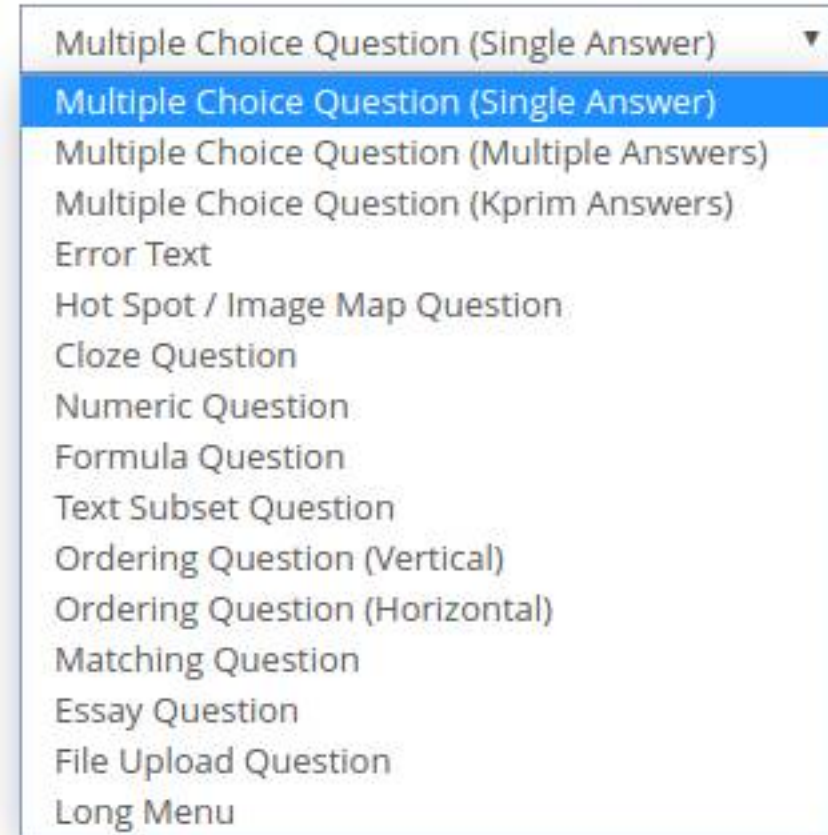
▾

# Best-in-Class Testing Engine

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- Common question types
- Automated test generation
- Random order to avoid cheating
- Kiosk mode to lock students
- Advanced reports
- Automated remediation
- Timed tests



# Question Banks



 **Questions for test #1**  
Question pool to build test from



Questions | Info | Settings | Print View | Metadata | Export | Permissions

▼ Level 1  
    ▶ Easy  
    ▶ Hard  
    ▶ Intermediate

Create Question Import

(1 - 2 of 2) Show Filter Columns Rows

Copy Execute

Title ↑	Description	Question Type	Points (25)	Statistics	Created	Working Time (00:02:00)	Actions
<input type="checkbox"/> Is this a Tautology #1	Basic Tautology using set functions	Multiple Choice Question (Single Answer)	10		Today, 08:04	00:01:00	Actions
<input type="checkbox"/> Log2	Understanding of powers of two	Numeric Question	15		Today, 08:06	00:01:00	Actions

☐ Select All

Copy Execute

- Easy creation of questions
- Advanced taxonomies
- Intelligent auto-correction

- Import / export
- Sharing of question banks
- Statistics per question / taxonomy

# Ebook / Content Creation



The screenshot displays the 'Documentation for Lecturers' interface. On the left, a 'Table of Contents' sidebar lists various topics. The item '2.2.1 Create Courses' is highlighted with a red box, and an orange arrow points from it to the main content area on the right. The main content area shows the 'Create Courses' page, which includes a title, a brief introduction, a list of steps to create a course, and additional information about editing and accessing the course.

**Documentation for Lecturers**

Content Table of Contents Print View Download Info

- ▼ Documentation for Lecturers
  - 1 Introduction
  - ▼ □ 2 Course and Group Management
    - 2.1 Basics on Container Objects
    - ▼ □ 2.2 Apply and Manage Courses
      - ▼ □ 2.2.1 Create Courses
        - 2.2.1.1 Edit Course Information
        - 2.2.1.2 Create Course Links
      - 2.2.2 Copy or Import Existing Courses
      - ▼ □ 2.2.3 Define Properties of the Course
        - ▼ □ 2.2.3.1 Configure the Course View
          - 2.2.3.1.1 Choose Course Presentation
          - 2.2.3.1.2 Define Sort Order of Course Objects
          - 2.2.3.1.3 Tag Cloud for Courses and Groups
        - ▼ □ 2.2.3.2 Configure Access to the Course
          - 2.2.3.2.1 Define General Access Modalities
          - 2.2.3.2.2 Define Self-Registration and Unsubscription Modalities
          - 2.2.3.2.3 Define Minimum Number of Participants
          - 2.2.3.2.4 Automatic Registration in Courses via Link

**Basics on Container Objects: Groups** Edit Course Information

## Create Courses

The starting point to do so is within a Category (or on the top level of the Repository).

To create a Course, do the following:

1. Choose the „Course“ option from the "Add New Item" menu on top right.
2. A new field appears within which you may add a title and description to the new Course.
3. Finally, click the „Add Course“ button.

You get to the edit mode of your new Course where you are offered facilities as well to apply objects within the Course, as to access its different properties.

In the following, the edit dialogues offered within Courses will be described which are necessary for basic usage of Courses. Didactical functions of the Course object will be described in chap. [Control learning processes within Courses](#).

You can call the edit mode of the Course also later by choosing "Edit" from the "Actions" menu next to its title.

**Basics on Container Objects: Groups** Edit Course Information

# Certificates & Badges




Settings Permissions

### CERTIFICATE SETTINGS

Active ☒

Information Please note that the usage of certificates is only available if the ZeLearn Java-Server is running. The configuration for Java-Server is available in Administration » General Settings » Server, sub-tab Java-Server.

Background Image [Select File](#)  
Maximum upload size: 8.0 MB  
Allowed file types: .jpg, .jpeg, .png, .gif



☐ Delete Existing File  
This background image will be chosen as default background for all certificates. If you need another background image in a certificate, you have one in the certificate editor.

Page Format Letter (11 inch x 8.5 inch)  
Please select the default page format for new certificates.

User Certificate Creation \*

☒ Cron Job  
This option is recommended for systems with high user interaction.

☐ Instant  
This option is recommended for systems with low up to mediocre user interactions. Systems that tend to big loading times during creation for user certificates should switch to the "Cron Job" option.

\* Required



- Automated certificate generation
- Link to student progress / completion
- Customization

# Distance Learning



- Real-time video / audio
- White board
- Session recording
- Real-time collaboration
- Polls
- Synchronized Slides
- Synchronized Videos
- Public / private chat
- Breakout rooms
- 1000 users per session

The screenshot displays a distance learning application interface. On the left, a sidebar contains sections for 'MESSAGES' (Public Chat), 'NOTES' (Shared Notes), and 'USERS (3)' (Ramez Rafla (You), Carole Solimon, John Smith)). The main area shows a presentation slide titled 'CHAPTER 1. LOGIC'. The slide content includes:

- 8
- 22.  $(p \wedge \neg(q \wedge \neg r)) \vee (p \wedge q) \Leftrightarrow r$
- 23.  $p \rightarrow (p \vee q) \Leftrightarrow \text{True}$
- Re-write the following using only  $\neg, \wedge, \vee$
- 24.  $p \rightarrow (q \vee r)$
- 25.  $p \oplus (q \rightarrow r)$
- 26.  $\neg q \rightarrow \neg(p \rightarrow q)$
- Re-write the following CNF formulae into DNF
- 27.  $(p \vee q \vee r) \wedge (\neg p \vee q)$
- 28.  $(p \vee q \vee r) \wedge (\neg p \vee q \vee \neg r) \wedge (p \vee \neg q)$

A red oval highlights items 24, 25, and 26. The interface also features a 'Leave call' button in the top right and navigation controls at the bottom, including a 'Slide 9' indicator and zoom controls.

# Collaboration & Communication




The screenshot displays the ZeLearn user interface. At the top, the 'Overview' section welcomes users to their 'Personal Desktop' and provides instructions on how to add resources. Below this, a navigation bar includes 'PERSONAL DESKTOP', 'REPOSITORY', and 'ADMINISTRATION'. A 'NEW THREAD' form is visible, with fields for 'Your Name' (Dr Cardiff), 'Thread' (Welcome), and 'Posting' (Dear professors, have we decided on the dates for our next internal meeting?). To the right, two chat windows are open. The first chat window shows a conversation between 'mjansen' and 'gvollbach' with messages like 'A group chat' and 'Test!'. The second chat window shows a conversation between 'mjansen' and 'root' with messages like 'And another one!!' and 'One more test!!'. Both chat windows include an 'Emoticons' panel and a 'Send' button.

- Real-time chats
- Moderated forums
- Content sharing
- Shared workspaces

# Gradebook



 **Evaluation Overview**

Overview Assessments Info Permissions

View [Manage](#)

(1 - 25 of 25)

[Save Status of all Users](#)

User	EBS Test	VBS Test	Final Test	Percentage Assessment	Status Assessment	Overall status
Donald Duck	100 %	0 %	100 %	<input type="text" value="0"/> %	Not Attempted ▾	✓ Not Attempted In Progress Completed Failed
Daisy Duck	0 %	0 %	100 %	<input type="text"/> %	Not Attempted ▾	
Dagobert Duck	100 %	100 %	100 %	<input type="text"/> %	Not Attempted ▾	Not Attempted ▾
Daniel Düsentrieb	100 %	100 %	100 %	<input type="text"/> %	Not Attempted ▾	Not Attempted ▾
Gitta Gans	100 %	0 %	100 %	<input type="text" value="100"/> %	Completed ▾	Completed ▾

- Automated course results
- Weighted tests
- Manual & automated tests
- Import paper tests
- Export as XLSX
- Push to SMS / Backend

# Campus Management



Student Applicant

Menu

Refresh

New

Reports

List

Images

Calendar

Kanban

FILTER BY

Assigned To

Created By

Add Fields

TAGS

Tags

Show tags


SAVE FILTER


Filter Name


Name	Program	Title	
Add Filter			Last Modified On
<input type="checkbox"/> Title	Status	Program	14 of 14
<input type="checkbox"/> Rohit Sharma	Applied	Computer Engineering	I-APP-2019-00006 now   0
<input type="checkbox"/> Sudha Murti	Rejected	Bachelors of English Litera...	I-APP-2019-00003 now   0
<input type="checkbox"/> Charles D'Mello	Approved	Computer Engineering	J-APP-2019-00007 1 m   0
<input type="checkbox"/> Rahul Sharma	Applied	Computer Engineering	I-APP-2019-00005 1 m   0
<input type="checkbox"/> Karen Suzanne Dingo	Applied	Bachelors of English Litera...	J-APP-2019-00013 1 m   0
<input type="checkbox"/> Brian Jensen	Applied	Bachelors of English Litera...	J-APP-2019-00012 1 m   0
<input type="checkbox"/> Henry Steward	Applied	Computer Engineering	I-APP-2019-00008 1 m   0
<input type="checkbox"/> Rosa Diaz	Approved	Computer Engineering	J-APP-2019-00009 1 m   0
<input type="checkbox"/> Christine Boyle	Rejected	Computer Engineering	J-APP-2019-00010 1 m   0
<input type="checkbox"/> Tristan Sarge	Rejected	Computer Engineering	J-APP-2019-00011 2 m   0

# Student Information System




 > Education > Student




Search or type a command (Ctrl + G) 

 Settings ▾


Help ▾



Sita Singh • Enabled

EDU-STU-2019-00002    Menu ▾ 



Save







Comments 7

Assigned To  
Assign +

Attachments


 Sita-Singh-HSC-Repo... 

 Sita-Singh-SSC-Repo... 

 sita-singh.jpg 

Attach File +


Tags

#ongoing 

Add a tag ...

Reviews

Shared With

+ 

DASHBOARD ▾

☒ Enabled

First Name

Sita

Middle Name

Last Name

Singh

User ID

Student Email Address

sita.s@gmail.com

Student Mobile Number

+91-88888-09999

Joining Date

01-01-2019

PERSONAL DETAILS

Date of Birth

10-05-1995

Blood Group

Gender

Female ▾

Nationality

# Professors / Academic Staff



> Education > Instructor

Search or type a command (Ctrl + G)

Q

A

Settings ▾

Help ▾

Evelyn Samuels

<

>

Menu ▾

Save

Comments

0

Assigned To

Assign +

Attachments

Attach File +

Tags

Add a tag ...

Reviews

Shared With

+

Student Group

Course Schedule

Assessment Plan ▾

Instructor Name

Evelyn Samuels

Department

Research & Development - ETL

Employee

HR-EMP-00006

INSTRUCTOR LOG

Instructor Log

<input type="checkbox"/>	Academic Year	Academic Term	Program	Course	
<input type="checkbox"/>	1 2019-2020	2019-2020 (2019-2020/T2)	Computer Engineeri...	Java 2.0 Basics	▾
<input type="checkbox"/>	2 2019-2020	2019-2020 (2019-2020/T2)	Computer Engineeri...	Python 3.0 Basics	▾
<div>Add Row</div>					

Add a comment

Comment

# Enrollment



John Smith ● Admitted

EDU-ENR-2019-00002    Menu  Update



Comments

0

Assigned To

Assign 

Attachments

 solo.jpg   
Attach File 

Tags

Add a tag ...

Reviews

Shared With



Student

EDU-STU-2019-00003

Student Name

John Smith

Student Batch

School House

Blue

Program

Computer Engineering

Academic Year

2019-2020

Enrollment Date


01-02-2019

☒ Boarding Student

Check this if the Student is residing at the Institute's Hostel.

TRANSPORTATION 

Mode of Transportation

Institute's Bus 

Vehicle/Bus Number

MH-09-AXTY0087


ENROLLED COURSES 


Courses



	Course	Course Name	

# Programs / Learning Paths




 > Education > Program

Search or type a command (Ctrl + G) 

 Settings ▾ Help ▾ 

Computer Engineering

 < > Menu ▾ Save

CE

Comments 0


Assigned To  
Assign +

Attachments  
Attach File +

Tags  
Add a tag ...

Reviews

Shared With  
+



You edited this  
a few seconds ago

Admission and Enrollment

Student Applicant 8 +

Program Enrollment 5 +

Fee

Fees 6 +

Fee Structure 3 +

Student Activity

Student Group +

Department

Research & Development - ETL

Program Abbreviation

P/CE

COURSES

Courses

<input type="checkbox"/>	Course	Manda...	
<input type="checkbox"/>	1 Python 3.0 Basics	✓	▾
<input type="checkbox"/>	2 Java 2.0 Basics	✓	▾
Add Row			

# Student Attendance



## Student Attendance

Menu ▾

Refresh

New

Reports ▾

List

Calendar ▾

Kanban ▾

FILTER BY

Assigned To ▾

Created By ▾

Add Fields +

TAGS

Tags ▾

Show tags

SAVE FILTER

Filter Name

Name	Student	Student Name	Student Group	
Add Filter				Last Modified On ▾
<input type="checkbox"/> ♥ Student Name	Status	Course Schedule	20 of 24	
<input type="checkbox"/> ♥ Linda Manuel	● Absent	EDU-CSH-2019-00003	0553b73b8f	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Karen Suzanne Dingo	● Absent	EDU-CSH-2019-00003	a694eb5653	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Sita Singh	● Absent	EDU-CSH-2019-00003	9ccb497671	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Charles D'Mello	● Present	EDU-CSH-2019-00003	c665809761	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Henry Steward	● Present	EDU-CSH-2019-00003	855b2b89ce	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Rohit Sharma	● Present	EDU-CSH-2019-00003	3dcd30697c	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Brian Jensen	● Present	EDU-CSH-2019-00003	3d6b4c4a34	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Tina Munim	● Present	EDU-CSH-2019-00003	a865561c3e	now <input type="checkbox"/> 0
<input type="checkbox"/> ♥ Karen Suzanne Dingo	● Absent	EDU-CSH-2019-00002	22715b5de4	now <input type="checkbox"/> 0

# Fees



Rahul Sharma ● Paid

EDU-FEE-2019-00006    Menu ▾ [Edit](#)



## FEES

EDU-FEE-2019-00006

Student	EDU-STU-2019-00007	Institution	Enigma The Labyrinth
Student Name	Rahul Sharma	Date	16-12-2019
		Posting Time	6:37:52 PM
		Due Date	28-02-2019
Program Enrollment	EDU-ENR-2019-00006	Academic Term	2019-2020 (2019-2020/T2)
Program	Computer Engineering	Academic Year	2019-2020

Sr	Fees Category	Amount
1	Tutorials	65,000.00
2	Experiments	30,000.00
3	Accomodation	12,000.00
4	Transportation	2,500.00

Grand Total 109,500.00

# Finals / Midterms



BBA 301 exam by INS/00011 on 2017-06-23 Submitted

 Menu ▾ Cancel

Comments

0

ASSIGNED TO

Assign +

ATTACHMENTS

Attach File +

TAGS

Add a tag...

SHARED WITH

+

♥ 0

Arom Nolan edited this

Assessment Result

Assessment Name

BBA 301 exam by INS/00011 on 2017-06-23

Maximum Assessment Score

100

Student Group

BBA 301/BBA/2014-15 (Semester 1)

Grading Scale

Standard Grading

Course

BBA 301

SCHEDULE

Schedule Date

06-23-2017

From Time

16:00:00

Room

RM0019

To Time

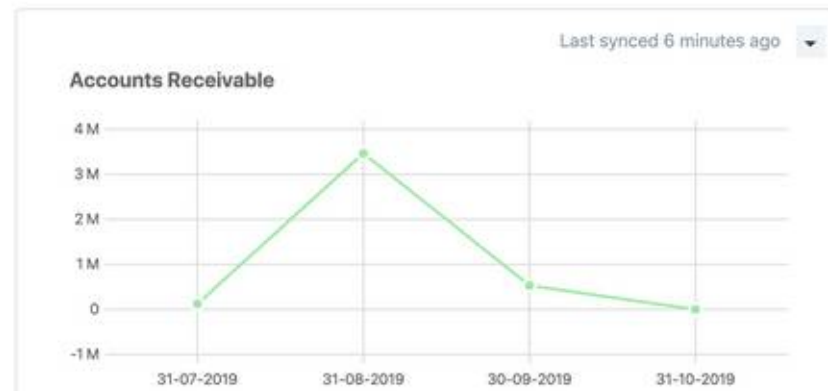
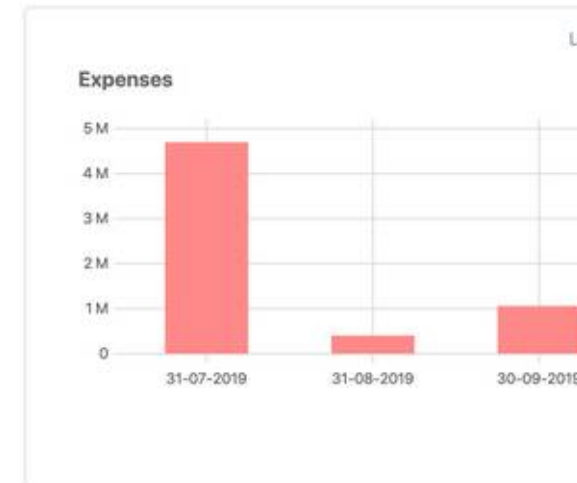
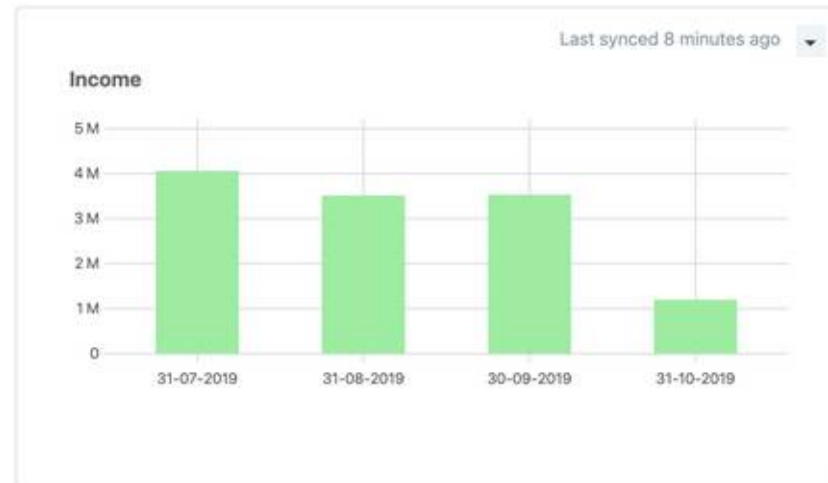
17:00:00

# Finances & Accounting



- Dashboards
- Real-time books
- Chart of accounts
- Journals & payments
- Billing & pricing
- Multi-currency
- Auto-invoicing
- Banking

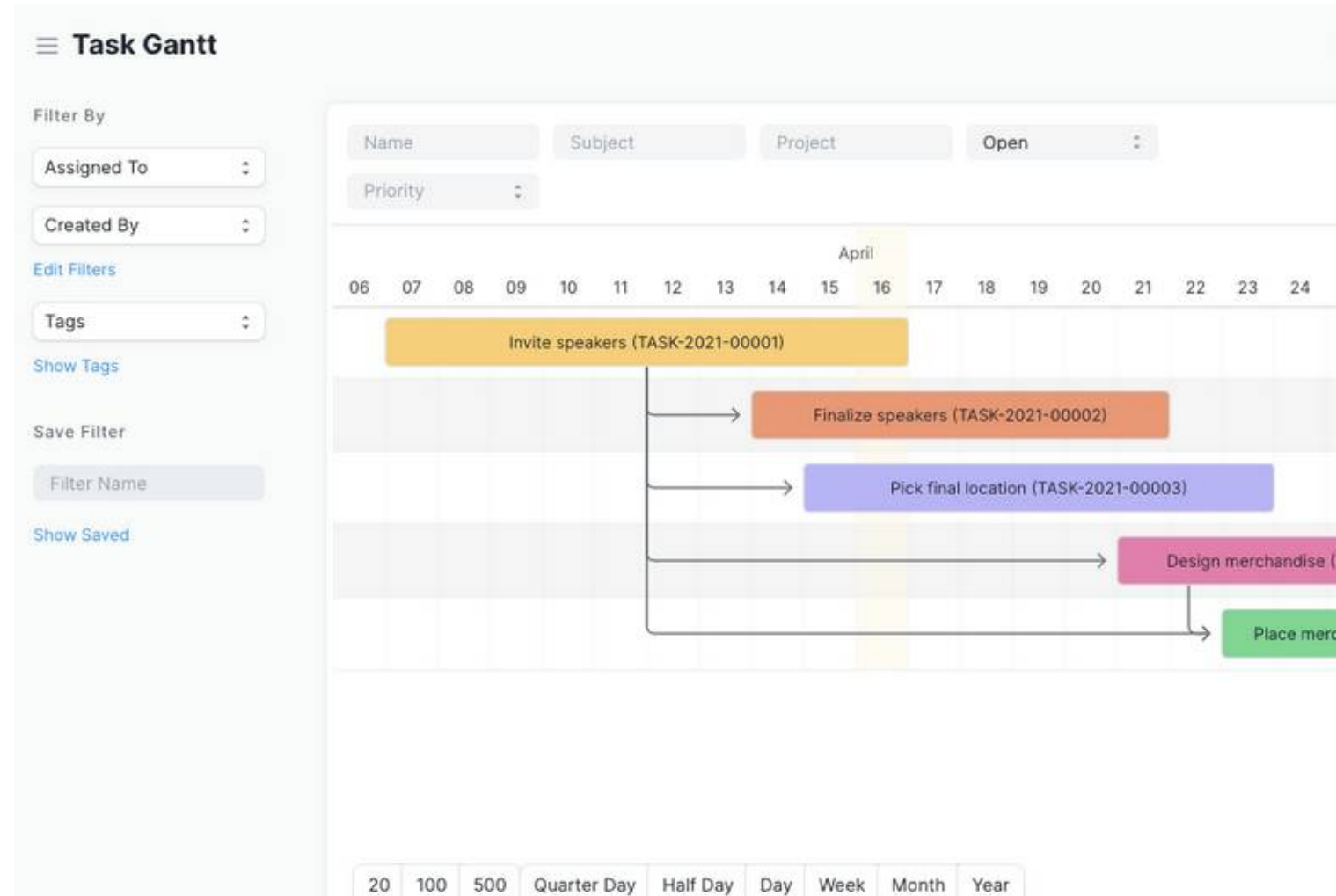
## Accounts Dashboard



# Projects



- All-in-one PM
- Agile projects / Kanban
- To-dos & Chats
- Document linking
- Emails & notifications
- Project costing
- Profitability
- Time-tracking
- Billing
- Customer access



# Asset Management



- Asset lifecycle
- Asset inventory
- Purchasing
- Selling / Disposal
- Auto depreciation
- Scrapping
- Value adjustment
- Reporting

Asset

Menu Refresh New

ID Item Code Asset Category

Add Filter Clear Filters Last Modified On

Asset Name	Status	Asset Category	Location	7 of 7
ME	Submitted	Equipments	Andheri	L-ASS-2019-00001 2 h 4
Equipments	Cancelled	Equipments	Mumbai	-ASS-2019-00002 2 h 0
MacBook Pro 15'	Submitted	IT - Desktops & Lap...	Borivali	-ASS-2019-00004 2 h 8
hp Yoga 234ASA	Submitted	IT - Desktops & Lap...	Borivali	AST00001 2 h 17
iPhone XSatellite	Draft	IT - Handsets	Borivali	AST00002 2 h 5
MacBook Pro 15'	Fully Depreciated	IT - Desktops & Lap...	Borivali	-ASS-2019-00005 2 h 10
Machinery	Partially Depreci...	Equipments	Andheri	-ASS-2019-00003 3 M 3

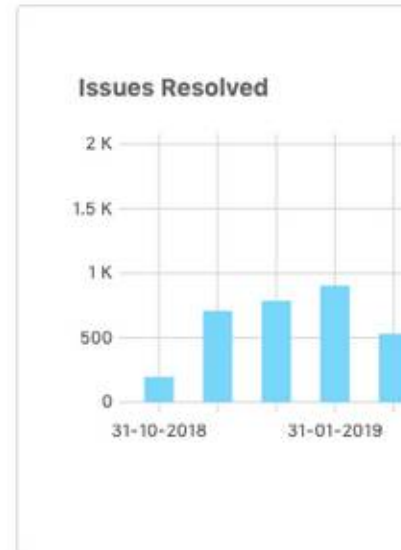
20 100 500

# Helpdesk & Support



## Support Dashboard

- Omnichannel interactions
- Customer tickets
- Automate ticket assignments
- Team performance
- SLAs
- Knowledge base
- Scheduling Maintenance Visits



# Human Resources



- Talent acquisition
- Employees
- Training
- KPIs
- Expenses
- Attendance
- Leaves
- Payroll & taxes
- Salary structures
- Timesheets
- Variable pay

### Employee Images

Reports ▾  
List  
Images  
Tree  
Calendar ▾  
Kanban ▾


FILTER BY  
Assigned To ▾  
Created By ▾  
Add Fields +


TAGS  
Tags ▾  
Show tags


SAVE FILTER  
Filter Name


ID  Full Name  Department


Add Filter


□ ♥ Chris  
  
Chris  
Active  
Manager


□ ♥ Lucas Martinsky  
  
Lucas Martinsky  
Active  
Associate


□ ♥ Evelyn Samuels  
  
Evelyn Samuels  
Active  
Researcher

□ ♥ Simon Lewis  
  
Simon Lewis  
Active  
Software Developer

□ ♥ Jaz  
  
Jaz  
Active  
Manager

□ ♥ Oliver Knightley  
  
Oliver Knightley  
Active  
Associate

□ ♥ Tina Gilbert  
  
Tina Gilbert  
Active  
Researcher

□ ♥ Jeannie  
  
Jeannie  
Active  
Software Developer



Anywhere ...

is your classroom now



//

Having the **right tool** for  
the job is **half the battle**

# Thank you.

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