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The UCF Report

Volume 14, Number 23

The University of Central Florida newspaper for faculty and staff

June 24, 1992

News Clips

Third World visit

Three UCF professors were among area educators and business professionals who spent four days in the Dominican Republic last month. The group met with U.S. and Dominican officials to discuss future collaboration and to witness the work being done by the Dominican Institute for Integral Development to address the grave situation that faces the residents of the city's barrios.

The UCF representatives hope to generate grants that would enable student interns to spend time off campus working in education and public health programs operated by IDDI.

Cheerleading camp

UCF will host two summer cheerleading camps for girls 8 through 18.

Both camps will be at the UCF Arena and at the campus gymnasium, Monday, June 29, through Thursday, July 2, and Monday, July 13, through Thursday, July 16.

Participants will learn fundamental techniques on building pyramids and performing jumps, partner stunts, tumbling feats and dance/pom-pom routines. Camps will be headed by UCF Cheerleading Coach Linda Gooch. For information, call x2256.

Employee dies

Brian Fitzgerald, a telecommunications specialist at computer services, lost a nine-month battle against leukemia early this month.

Fitzgerald, 34, was diagnosed with an acute case of the disease in September. Despite a later bone marrow transplant, Fitzgerald died at the Lee Moffitt Cancer Center in Tampa, June 7. Funeral services were June 10.

Fitzgerald is survived by his wife Chris and three children, Nina, John and Michael. A brother, Tim, is a computer programmer at UCF.

Donations for his family are being accepted at the UCF Credit Union in a fund established for Fitzgerald before his death.

College may be 9 years away, but scholarship offered anyway

Imagine a university promising an elementary student that if she makes good grades throughout high school, takes all the required courses for college, does well on the SAT, and meets admission requirements that a full tuition scholarship awaits her.

Slim chance?

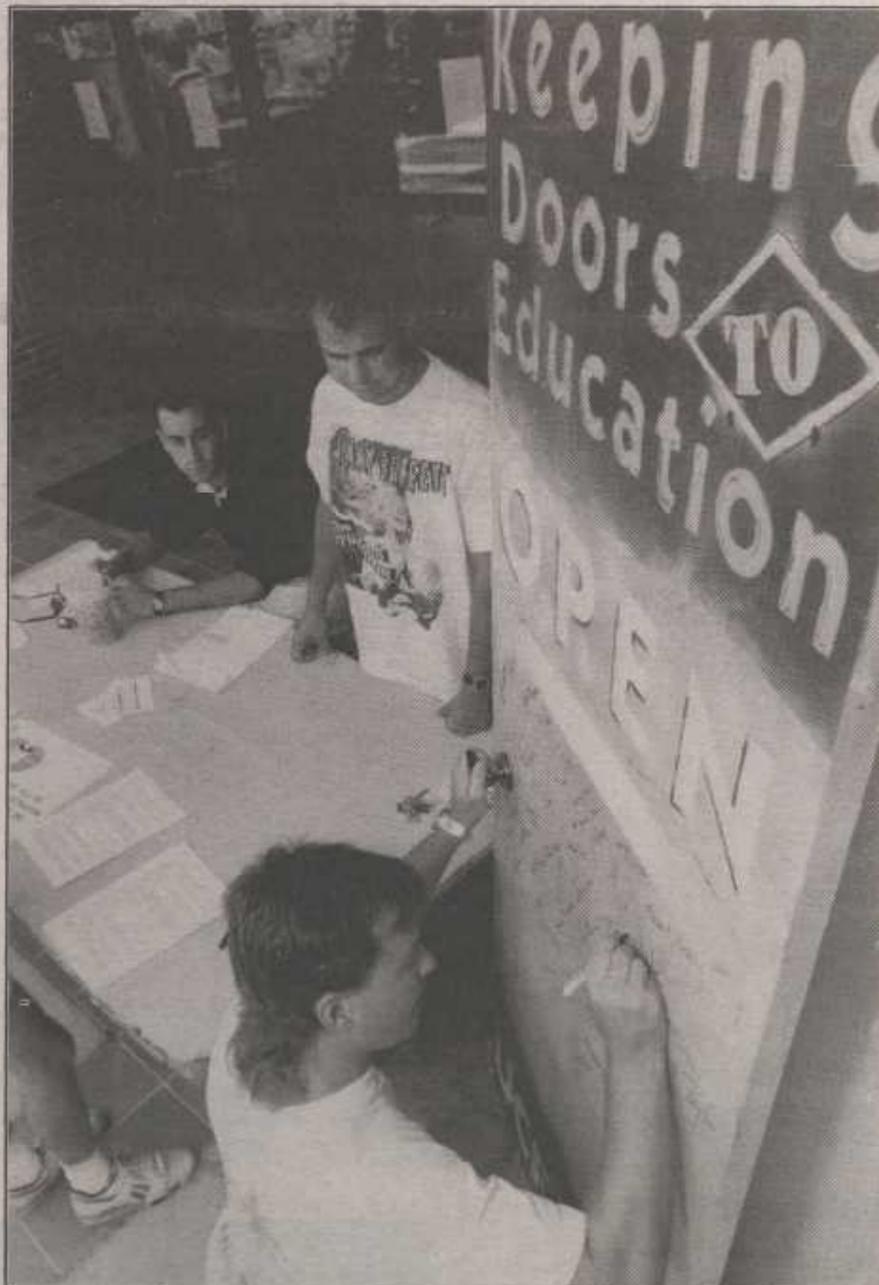
Well, not for 9-year-old Felicia Dixon, a straight "A" student and a third-grader at Hungerford Elementary in Eatonville. She was offered a full tuition four-year

scholarship to UCF. Felicia is expected to make her grand entrance to UCF in the year 2001.

The scholarship was offered through the recruitment office at UCF. That office, along with five other offices and centers at UCF, is a participant in the Partners for Education Program. Through PIE, businesses and establishments in Orange and other counties agree to partici-

Please see FELICIA, page 3

Door to education



A supporter adds his name to those of other UCF students, faculty and staff members on a door that was to be presented to legislators in Tallahassee who have done the most good for the university and higher education. The "door signing session" was held on campus, June 10, and was intended to symbolize open doors to higher education.

Banquet promises roaring good time

Education professor Nannette McLain, who is well-known for her wit and humor, will emcee the 20th annual USPS Awards Banquet on July 31.

UCF employees are invited to the event, which has the theme "Roaring Twenties." It will be held at the Holiday Inn/UCF. An informal reception will begin at 7 p.m., and dinner will be served at 7:30 p.m.

Awards will be presented to USPS employees who have been employed at UCF for five, 10, 15 and 20 years, and also the employee of the year, chosen from the 12 employees of the month recipients.

Roaring '20s-type costumes are urged but not compulsory.

John Whitney and his combo will provide music for listening and dancing. In addition, more than 100 door prizes will be awarded.

Employees may invite guests to the banquet. Tickets are \$13.50, and can be purchased from Lois Engley, ENG 407. She can be reached by calling x2787. Tickets will also be sold at the Kiosk during the week of July 20-24. Seating is limited. No tickets will be sold after July 24.

Next issue of *The UCF Report* is July 15 • Deadline July 8

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Memorandum

To: UCF employees
From: Carolyn Brochu, USPS Staff Council
Subject: USPS Employee/Employee Department Awards Program

In 1990 the University of Central Florida Staff Council, with the assistance of the UCF Foundation, established an Employee/Employee Dependent Awards Program for the benefit of USPS employees and their dependents. This program assists employees and their dependents in their academic pursuits. The program also enables employees to upgrade their qualifications for advancement.

Additionally, the awards program provides book awards to employees who are using tuition fee waivers, and financial assistance to employees who are attending a community college. Recipients of these awards are limited to one award every two years. The program includes a dependent award for employees who have no desire to further their educations, but who want their children or spouses to receive assistance. Dependent awards are limited to a one-time award.

All awards are subject to availability of funds. It is for that reason that the program needs your help. As you know, the cost of education has risen sharply in the past few years, making it more difficult to obtain a college education. The USPS Employee/Employee Dependent Awards Program is designed and intended to assist in making a college education a reality for deserving employees and/or their dependents.

In 1990 the UCF Foundation provided the awards program with a one-time donation of \$1,000 to be used as seed money. The goal of the program is to achieve an endowment of \$10,000 within three years. To reach this goal, we are beginning our second fund-raising drive. We are asking those employees who are interested in helping to make this program successful to participate in the USPS Employee/Employee Dependent Awards Program payroll deduction plan. You may set aside \$1 or more per pay check. This program may benefit you or one of your dependents, but it needs your help to make that benefit a reality.

In light of the recent budget cuts, this presents an opportunity for each of us to help ourselves as well as our peers. By participating you can help yourself, your dependents, and your peers achieve educational goals which have become increasingly difficult in these trying economic times.

The USPS Staff Council is excited about this program, and looks forward to helping make a college education a reality for UCF employees and their dependents. The Employee/Employee Dependent Awards Program is administered by the USPS Staff Council.

Please contact me at x2237 to obtain your payroll deduction form or to obtain a copy of the awards program selection criteria.

To: All departments
From: Jack Winstead, purchasing
Subject: Annual contract for temporary help services

The University of Central Florida invitation to bid No. 1122JCSA has been renewed with the vendor listed below for the period beginning Wednesday, July 1, through June 30, 1993. All acquisitions of these product(s)/service(s) shall be made under the terms, prices, and conditions set forth in this notice.

Vendor: Hallmark Temporaries Inc., 132 E. Colonial Dr., Suite 216, Orlando, 32801

Vendor contact: Jeff Gangle or Megan Lynch, (407) 422-0018

Payment terms: Net 30 days

Items covered by contract:

General office:

- Typist, \$6.12 an hour
- Clerk, \$5.78 an hour
- Clerk typist, \$6.12 an hour
- Receptionist/typist, \$5.78 an hour

Secretarial:

- Executive secretary, \$7.38 an hour
- Executive secretary with word processing, \$7.74 an hour
- Secretary, \$7.09 an hour
- Secretary with word processing/personal computer, \$7.99 an hour

Data entry:

- Data entry operator, \$6.12 an hour
- Word processor operator, \$7.41 an hour
- Personal computer operator, \$7.41 an hour

Labor:

- Custodial workers, \$5.78 an hour
- Laborers, \$5.78 an hour

Special:

- Cashiers, \$5.78 an hour

All questions concerning this contract should be directed to the purchasing division, ADM 360, attn: Jack Winstead, x2661.

Official Ballot

To spotlight the UCF employee of the month

I nominate _____
(name) (campus address)

to be UCF employee of the month. (Nominee must have been a University Support Personnel System employee at least two years.) Any employee, including faculty and A&P, may nominate a candidate on the basis of job performance, dependability, attitude, etc. A name submitted remains in the pool of eligible candidates for one year.

Signed: _____
(name) (campus address, phone)

Cut ballot and return to personnel, EOM. (Mark envelope "confidential.")

To: All departments
From: Jack Winstead, purchasing
Subject: Annual contract for typewriter maintenance/campus

The typewriter maintenance contract for the period Wednesday, July 1, through June 30, 1993, has been awarded to the vendor listed below.

Vendor: Deltech Business Machines (Bid. No. 3002YCSA), 1886 Clematis Lane, Winter Park, 32792

Vendor contact: Felix Alvarez, (407) 679-8386

The cost per year is \$11 per machine for the following:

- IBM Selectric I, II and III

The cost per year is \$28 per machine for the following:

- SCM, Olivetti, Olympia Standard, Swintech, Olympia, Orbit, Brother EM 611 and 605

The electronic/memory typewriter maintenance contract for the period Wednesday, July 1, through June 30, 1993, has been renewed with the vendors listed below:

Lot I:

Vendor: Deltech Business Machines (Bid. No. 3002YCSA), 1886 Clematis Lane, Winter Park, 32792

Vendor contact: Felix Alvarez, (407) 679-8386

The cost per year is \$35 per machine for the following:

- IBM Wheelwriter No. 3, No. 5, No. 6, No. 10, No. 15 and No. 30, Electronic 65, 85, 75 non-memory, Actionwriter I and Quietwriter No. 7

Lot II:

Vendor: Protech Automated Business Systems, 620 Douglas Ave., Suite 1320, Altamonte Springs, 32714

Vendor contact: Tony Cannizzaro, (407) 682-9373

The cost are:

- Xerox Memory 610, \$48
- Xerox Memory 615, \$96
- Xerox Memory 620, \$96
- Xerox Memory 625, \$96
- Xerox Memory 627, \$108
- Xerox Memory 645, \$400
- IBM Electronic 75, \$24
- IBM 100 (memory), \$120

In order to cover your typewriter for maintenance for 1992-93 fiscal year, submit to purchasing a requisition with the following information: make, model number, decal number, serial number, location of equipment, persons authorized to place calls.

Please note, there are two separate contracts with one contract having two vendors. Submit separate requisitions for each contract and vendor.

If you have any questions regarding this procedure, please contact Yvonne, x2661.

To: UCF community
From: Frank Juge, academic affairs
Subject: Leaves

The office of academic affairs has awarded sabbaticals to the following: Robert Brigham, Dona Lea Hedrick, Michael Morris, Beth Barnes, Rosie Joels, James Taylor, Burton Blau, Scot Leftwich, Steve Lotz, Ralph Llewellyn, Timothy Worell, Denise Caldwell and Thomas Greenhaw.

The following individuals were awarded professional development leave: Robert Belle, Helen Stuart, Lyn LaBrake and Larry Abdullah.

To: UCF community
From: Barth Engert, commencement committee
Subject: 1992 summer commencement

Commencement ceremonies are scheduled in the UCF Arena on Saturday, Aug. 8, as follows: College of Arts and Sciences, College of Education, College of Health and Public Affairs, and Liberal Studies Program, 9 a.m.; College of Business Administration and College of Engineering, 2 p.m.

To: Faculty
From: Student legal services
Subject: Services available to students

Legal services would like to make you aware of the free services we have available to students with legal problems. If you should run across a student with legal questions concerning areas of law such as landlord/tenant, consumer, insurance, contracts, non-criminal traffic, name changes, wills and uncontested dissolutions of marriage, feel free to send them to our office between 8 a.m. and 5 p.m., Monday through Friday. An appointment with our program attorney will be set free of charge for consultation and representation. To qualify for our services the student must be currently enrolled in at least six undergraduate hours or four graduate hours. Our office also offers the STARS program which is a referral service to UCF graduates who are now practicing attorneys. For information, call x2538.

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- 4,200 kilowatt hours of energy
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- and keeps 60 pounds of pollution out of the air

FELICIA, continued from page 1

pate in projects that enhance a particular school and its students or a school program. UCF's recruitment office has entered into a partnership with Hungerford Elementary. UCF offered the scholarship as a way of promoting diversity among college students and encouraging youngsters to excel in school. University staff will advise Felicia concerning courses and extracurricular activities that will

help prepare her for college.

When asked how she felt about receiving such an honor, Felicia's response was clearly stated: "Good."

But for her mother, Katundra Dixon, who was notified by phone prior to the awards ceremony, the opportunity was almost too good to be true. "I was at work when I got the call. I almost dropped the phone. I was proud and happy at the same time. It's nice to know that her college education is paid for," she said.

The competition was open to second- through fifth-graders at Hungerford who were on the Principal's Honor Roll. Among those competing was Felicia's sister, Kenya, a fifth-grader.

Felicia hopes to continue making good grades so that she can be accepted into a university and later into a medical school.

"I want to make good grades so that I can become a pediatrician. I want to help hurt children feel better," she said.

Felicia credits her mother for helping her to be a good student and says that her mother has made the greatest impact on her life. "She's always there when I'm sick and helps me with my homework or with something that I don't understand. That's why my mom is so special to me," she said.

"I think college will be hard, but it'll be fun because I can learn something new," Felicia said.

— By Samantha Gates Eaddy

Employee of the month

Job suits engineering technologist fine

Once James McCully saw the cameras and video equipment at UCF, he could hardly wait to get his hands on it. So in April 1989 he took a job as an electronic technician II in instructional resources.

Three years later he has worked his way up to broadcast engineering technologist, and this month was chosen UCF's employee of the month.

"McCully is dead reliable. He's always on time and always does what he plans to do. He has an excellent work attitude," Mike Hidalgo, chief engineer, said.

McCully, along with Jesse Wallace, Charlie Cooper and Cecil Canada, an audio-visual technician, make up the campus repair team. McCully and Wallace call themselves the "Jesse James Gang."

Their job is a big one.

McCully starts his morning with a tour of the five lecture classrooms on campus to make sure the audio systems are in good working order. With a radio station, TV studios, field production equipment, cable to all the buildings on campus, as well as VCRs and laser disc players to maintain, McCully has little time to waste. Add the occasional computer video screen or other odd piece of equipment that needs his attention, plus questions from radio/TV students, and McCully is left with a very busy schedule.

And when they do come across a problem, McCully and the other members of the repair team use their skills and knowledge to figure out how to fix it. They work as a team. Discuss how to repair an item. Research related information. Or, if that doesn't work, "just sit and pick it apart and figure out how it works," McCully said.

"He (McCully) is very eager to help people," said Bonnie Reed, instructional resources secretary, who nominated him employee of the month. "The four technicians work together well. McCully is always smiling. He's a hard worker."

Wallace enjoys being a team player with McCully, claiming McCully "has an inquiring mind. He likes to play devil's advocate, and doesn't accept things at face value. He's an independent thinker."

"All his neighbors have a nickname for McCully," Wallace added. "He is so traditional that they all call him Grandpa Jim. It's funny to see such youth and such stability at the same time."

In case there are some who question McCully's

expertise, it should be noted that he has managed to figure out something many others have not. He can program his VCR. In fact, he advised that the best thing the novice should do with a VCR is cover the blinking red light with electrician's tape and turn it toward the wall.

He's joking.

McCully is quick with trade comedy, volunteering that one must always have a spare part

with three bedrooms, a full kitchen, and an electric generator. McCully discovered his haven when he was growing up in nearby Hollywood.

As a child, McCully loved outdoor activities like baseball, football and riding motorcycles. But more than anything else, he enjoyed weekend trips to "the house." Maintaining a wooden house in saltwater requires strong physical labor, but, McCully added, "The rewards are fishing, swimming, beautiful sunsets and a good night's rest."

After high school, McCully joined the Air Force. During his six-year enlistment he worked as a digital flight simulator specialist and earned his degree in electronic systems technology from the community college of the Air Force at Homestead Air Force Base.

In May 1987 he and Yvette were married. Yvette works as a purchasing secretary for Southland Corp. She is attending Valencia community college, and will finish her degree in nursing at UCF.

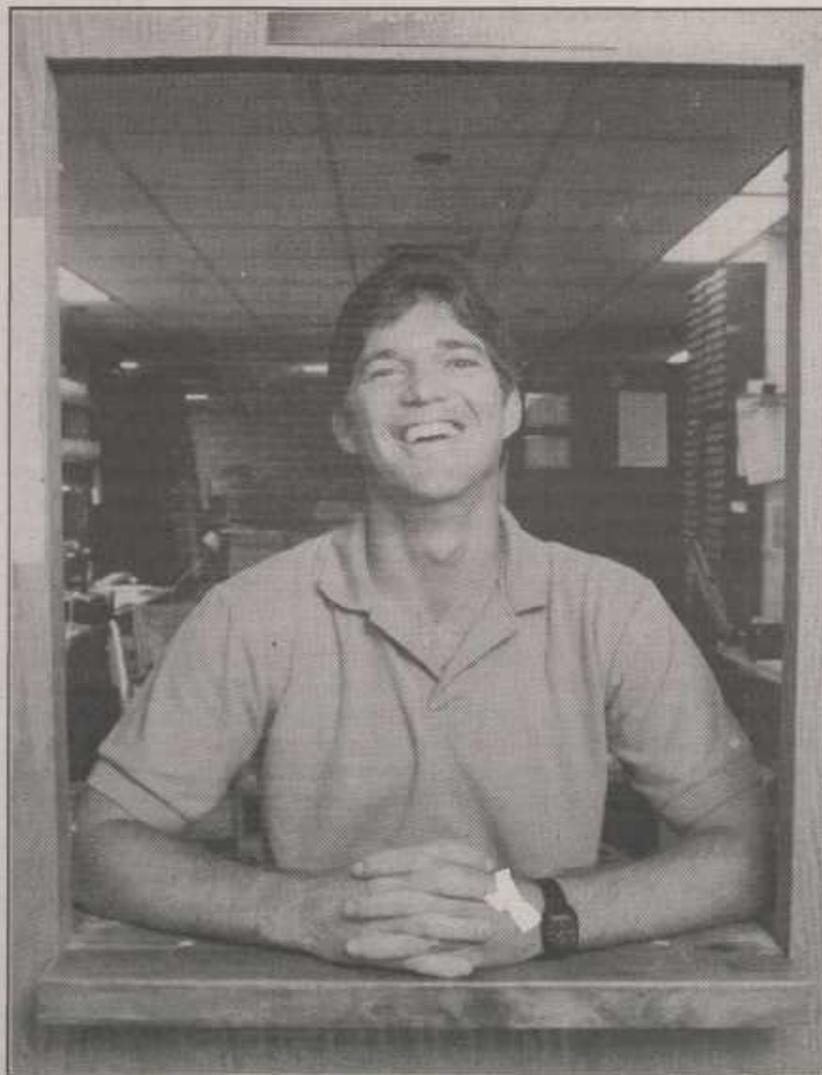
His daughter Jessica is 11. McCully proudly related that she recently won the 1992 Dreamers and Doers Award from the Walt Disney World Co. The award is given to students who exemplify the four "C's" Walt Disney considered necessary to fulfill dreams: courage, curiosity, confidence, and constancy.

Thanks to her grandparents, Lewis and Ann McCully, Jessica is enrolled in the state prepaid college tuition program with UCF her college of choice. A fifth grader at Melrose Elementary, "She's also on the A-B honor roll," McCully quickly added.

McCully, it seems, is as complex as the equipment he maintains. There's still another side of him: that of exercise junkie. McCully keeps physically fit by jogging three miles twice a week. He plays tennis two or three times a week. And in case that isn't enough, he bikes five miles to campus daily. It takes him a half hour to ride to work, versus 20 minutes to drive.

"Winter is a little tough because when you leave your nice warm house you don't want to get on a bike," McCully said. "But in the summer getting into a hot car in the parking lot is the worst."

— By Irene Chandler



left over when reassembling something — "That's to show that technicians are better than engineers," he explained, smiling.

The team's workplace resembles a wide hallway with parts and supplies in yellow plastic bins hanging from both walls. Work benches are on both sides. Toward the back of the room there is a raised floor with cables underneath snaking to TV studios and editing rooms. On the back wall a rainbow of cables and wires are stored.

And though he spends much of his time in that room, his favorite place is a couple hundred miles away. When he wants to relax, McCully escapes to Biscayne Bay, near Miami. There's a house built on stilts (actually, telephone poles) there

Classified Ads

For Sale

Air conditioner, window style Whirlpool, 5,000 BTU. Like new. Has side extenders to fit wide windows. 18 1/2 in. x 15 in. \$125 or best offer. Bob, x2986 or 277-6370.

Aquarium, 10 gallon w/ all accessories (pump, filter, lighted hood, heater, etc.). Like new. Just add fish and water. \$35. Angelika, x2077.

Camera, Pentax 6x7 cm body. Excellent condition, recent overhaul. \$300. 699-9322.

Chair, chocolate leather recliner w/ ottoman. From Scan Design. \$300 or best offer. 696-4073.

Chinchillas, gentle, tame, small house pets. Young silver female, \$25. 3 babies, \$50 each. Flea and odor free. Joanna, x5504.

Computer, Packard Bell XT Turbo, 640K RAM, 40 MB hard drive, 5 1/4 in. floppy drive, color monitor, keyboard, other extras. \$500 firm. x2005.

Computer, IBM PS Flash 1 286 SX, 640K memory 1.44, 3 1/4 inch drive. Includes VGA monochrome monitor, expanded keyboard, mouse, IBM DOS and tutorial diskettes. Only 6 months old. \$600 cash. 568-8717.

Condo, 2/2 on Lake Underhill. 2 pools, tennis, lake access. \$64,500. Kathy, 678-6814, evenings.

Condo, 3/2 in Gainesville, 2 miles from UF campus. One mile from I-95. 1,500 sq. ft., pool and extras. \$56,900. Assume \$48,000 at 10 percent. 380-3564.

Dinette, with 4 chairs. Excellent condition. \$80. x3176 or

249-0853, after 6 p.m.

Exercise equipment, workout mat, \$5; rebounder (mini trampoline), \$15. Ashley, x2869.

Flute, Artley, good condition with hard case. \$250. Mindy, x2501 or 366-7780, evening.

Formal wedding gown, mermaid style, white, long sleeves, richly beaded and sequined, long circular train. Size 5. \$350. Peggy, x3075 or 1-349-5423.

Furniture, sofa, gold, \$75; Danish furniture suitable for porch or playroom — sofa, \$30, rocker, \$10, chair \$10 (Sturdy frames but all need cushions.); 3 stereos, \$10 each; 2 large color console TVs, \$200 each; piano upright, beautiful wood, \$700. Marilyn, x0218.

House, custom built 3/2, 1,840 sq. ft. plus 400 sq. ft. detached garage on 4 acres in Casselberry. Custom cabinets throughout. Wood floors, lots of ceramic tile, in-ground pool, 2-stall barn for horses, small lake. Quiet, but close to town. \$145,000 or best offer. 699-4010.

Microwave, and oak stand, excellent condition. \$275. x3176 or 249-0853, after 6 p.m.

Rabbit, tame, young, lop-eared. Litter box trained. \$15. Cage and equipment, \$15. Joanna, x5504.

Refrigerator, frostfree Kenmore, 14.2 cu. ft. \$175. x2496.

Vacuum cleaner, Kirby, 2 years old, perfect condition. Complete accessory package. \$595. 699-9322.

Washer/dryer, Amana heavy duty, white, 5 years old. Best offer. Pam, x2824.

Waterbed, king size, mirrored oak headboard, new

liner, mattress. Very motionless. \$300 or best offer. Lori, 275-9721.

For Rent

Bedroom, furnished, quiet. Kitchen facilities. \$210 mo., 1/3 utilities. First mo. deposit. No smoking. References. Full-time employees or graduate students preferred. Pools, tennis courts, etc. Fairways. App. 5 mi. from UCF. Shirley, x2175 or 281-6533, after 2 p.m.

House, 3/1 with garage, large in-ground pool, central heat/air. 5 miles from UCF. Pest and pool service supplied. \$630 mo. 282-4576, after 6 p.m.

Rooms, 2 in a 4 bedroom house, 10 min. from UCF. Lake access, tennis, pool. \$300 mo. plus 1/2 utilities. Non smokers. Open to international students. Washer. 677-9873, leave message, or 658-5012.

Townhouse, 2/1.5, newly redecorated. Whisperwood Condos off Goldenrod Road. No pets. \$540 mo. x2172.

Wanted

Golf clubs, men's right hand irons only. Richard, x3358.

Miscellaneous

Dog, 1-year-old female mixed-breed free to good home. House broken, very sweet, quiet, loves children and cats. Found neglected. Needs lots of TLC. Beth, 679-8581.

Calendar

Courses:

Personnel services is offering the following. For information, call x2771.

- July 6, GED preparation four-week class begins. Classes meet Monday and Thursday at noon. Classes are free.

The International Center for Management and Executive Development is offering the following courses. For information, call x2446.

- Aug. 7 and 8, Train-the-Trainer.
- Aug. 17-19, Effective Nursing Management.
- Sept. 17 and 18, Purchasing Policies and Practices.

Exhibits:

The following will be on display in the library through June:

- Oil Paintings and Drawings, by Shuxian Wang.
- Client Directed Integration Model, by Cannon Cameron and Carole Jackson.
- Books Banned in the USA, by Michael Johnson.
- Friends in the Library, by Chris Kaisler and Andrea Von Jares.

Miscellaneous:

Knightowls' bowling season over

The bowling season ended last month. Congratulations go to the Knightowls: physical plant employees Pat DeWoody, Joe Lehmuth, Dana Turgeon, Jerry Osterhaus, and Faculty Senate secretary Irene Butler.

A notice will be printed in *The UCF Report* when the league starts in September.

- Monday-Thursday, June 29-July 2, UCF will sponsor session I of its **Summer Cheerleading Camp** for girls 8-18. For information, call 365-4227 or x2256.

- Monday-Thursday, July 13-16, UCF will sponsor session II of its **Summer Cheerleading Camp** for girls 8-18. For information, call 365-4227 or x2256.

- July 31, the 20th annual **USPS Awards Banquet** will be held at the Holiday Inn. The theme is Roaring '20s. A reception begins at 7 p.m., and dinner will be served at 7:30 p.m. Tickets are \$13.50. For information, call x5228.

- Aug. 3-7 and 10-14, UCF's **Hi-Tech Music Camp** will be held. For information, call x2869.

Seminars:

The Small Business Development Center is sponsoring the following. For information, call x5553 or x5554.

- Thursday, June 25, **International Business Briefing**, 9-11 a.m.
- Thursday, June 25, **Steps to Starting Your Own Business**, step two, 5:30-8:30 p.m.
- Wednesday, July 8, **Product Innovation**, 9 a.m.-noon.
- Thursday, July 9, **Business Plan Development**, 9 a.m.-noon.
- Friday, July 10, **Steps to Starting Your Own Business**, step one, 9 a.m.-noon.
- Friday, July 10, **Steps to Starting Your Own Business**, step two, 1-4 p.m.
- Monday, July 13, **Government Contracting Basics**, 5:30-7:30 p.m.
- Wednesday, July 15, **Understanding and Using Financial Records: Keeping Your Records**, 1-4 p.m.
- July 21, **Marketing and Advertising Strategies: Marketing**, 9 a.m.-noon.
- July 21, **Human Resources Management**, 1-4 p.m.
- July 23, **International Business Briefing**, 9-11 a.m.
- July 28, **Steps to Starting Your Own Business**, step one, 5:30-8:30 p.m.
- July 30, **Steps to Starting Your Own Business**, step two, 5:30-8:30 p.m.
- Aug. 7, **Steps to Starting Your Own**

Business, step one, 9 a.m.-noon.

- Aug. 7, **Steps to Starting Your Own Business**, step two, 1-4 p.m.
- Aug. 10, **Government Contracting Basics**, 5:30-7:30 p.m.
- Aug. 13, **Business Plan Development**, 9 a.m.-noon.
- Aug. 19, **Understanding and Using Financial Records: Using Your Records**, 1-4 p.m.
- Aug. 21, **Product Innovation**, 9 a.m.-noon.
- Aug. 25, **Steps to Starting Your Own Business**, step one, 5:30-8:30 p.m.
- Aug. 25, **Marketing and Advertising Strategies: Advertising and Public Relations**, 9 a.m.-noon.
- Aug. 27, **Steps to Starting Your Own Business**, step two, 5:30-8:30 p.m.
- Aug. 28, **International Business Briefing**, 9-11 a.m.

User services is offering the following seminars. For information, call x5117.

- Thursday, June 25, **Introduction to Lotus 1-2-3**, 9 a.m.-4 p.m.
- Friday, June 26, **Introduction to WordPerfect 5.1**, 9 a.m.-4 p.m.
- Monday, June 29, **Introduction to Dbase III+**, 9 a.m.-4 p.m.
- Tuesday, June 30, **Advanced Disk Operating System**, 9 a.m.-4 p.m.
- Thursday, July 2, **Intermediate WordPerfect 5.1**, 9 a.m.-4 p.m.
- Monday, July 6, **Intermediate Lotus 1-2-3**, 9 a.m.-4 p.m.
- Tuesday, July 7, **Introduction to Personal Computers**, 9 a.m.-noon.
- Wednesday, July 8, **Intermediate Dbase III+**, 9 a.m.-4 p.m.
- Friday, July 10, **Introduction to the Disk Operating System**, 9 a.m.-4 p.m.
- Monday, July 13, **Advanced WordPerfect 5.1**, 9 a.m.-4 p.m.
- Wednesday, July 15, **Advanced Dbase III+**, 9 a.m.-4 p.m.
- July 17, **Advanced Lotus 1-2-3**, 9 a.m.-4 p.m.
- July 20, **Advanced Disk Operating System**, 9 a.m.-4 p.m.
- July 22, **Introduction to WordPerfect**

5.1, 9 a.m.-4 p.m.

- July 24, **Introduction to Lotus 1-2-3**, 9 a.m.-4 p.m.
- July 27, **Introduction to Dbase III+**, 9 a.m.-4 p.m.
- July 29, **Intermediate WordPerfect 5.1**, 9 a.m.-4 p.m.
- July 30, **Intermediate Lotus 1-2-3**, 9 a.m.-4 p.m.
- Aug. 5, **Intermediate Dbase III+**, 9 a.m.-4 p.m.
- Aug. 6, **Advanced Disk Operating System**, 9 a.m.-4 p.m.
- Aug. 7, **Advanced WordPerfect 5.1**, 9 a.m.-4 p.m.
- Aug. 24, **Introduction to WordPerfect 5.1**, 9 a.m.-4 p.m.
- Aug. 26, **Introduction to Lotus 1-2-3**, 9 a.m.-4 p.m.
- Aug. 28, **Introduction to Personal Computers**, 9 a.m.-noon.

The Center for Executive Development is offering the following seminars. For information, call x2446.

- July 29-30, **Supervising and Managing People**, 8:30 a.m.-4 p.m.

The UCF Report

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