

PROPOSAL FOR STAFF DEVELOPMENT IN-SERVICE COURSE

Summer/Fall 2009

(Please type all information)

DATE: 2/26/09

CURRICULUM AREA (1-7) All curriculum areas
SPECIFY LEARNING MST Standards 2, 5 & 7, ELA Standards 1 & 3. Tools used can be used in
STANDARD (1 OF 28): any subject.

PROJECT PROPOSED BY: Newburgh Teacher Center

TITLE OF COURSE: Advanced Presentation/Collaboration Techniques for Teachers and
Students

LOCATION: Balmville - Computer Lab

TIME: 8-3 (hour lunch)

START DATE: July 20, 2009/Monday END DATE: July 24, 2009/Friday

CONTACT PERSON: John Eitel, Jr., NTC Coordinator

PRESENTER(S): Stacey Lazarus

IS/ARE PRESENTER(S) (check one box): District Employee
 Non-District Employee

PROJECTED COST PER PRESENTER: \$2,070.00

PROJECTED TOTAL COST: \$2,070.00

SOURCE OF FUNDING: Newburgh Teacher Center

NUMBER OF HOURS TOWARD IN-SERVICE CREDIT: 30 hours/2 credits

MAXIMUM ENROLLMENT: 20

NOTE: COURSE ENROLLMENT - A **MINIMUM OF 12** ENROLLEES PER
COURSE UNLESS PREVIOUSLY APPROVED.

Newburgh Teacher Center

In-service Course Proposal

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Title:	Advanced Presentation/Collaboration Techniques for Teachers and Students		
Curriculum Area:	All curriculum areas		
Learning Standards:	MST Standards 2, 5 & 7, ELA Standards 1 & 3. Tools used can be used in any subject.		
Presenter(s):	Stacey Lazarus	Email:	slazarus@newburgh.k12.ny.us
Dates:	Monday-Friday/July 20-24, 2009		
Time:	8-3 (hour lunch)		
Location:	North Junior High School Room 214		
Credit(s):	2 credits		
Hours:	30 hours		
Target Audience:	Secondary Classroom Teachers		
Course Description:	<p>Advanced Presentation/Collaboration Techniques for Teachers and Students Teachers will create correct formatted presentations of information using Microsoft Office applications.</p> <ul style="list-style-type: none"> Microsoft Word: Correct formatting of a document Microsoft Publisher: Brochure Microsoft PowerPoint: Professional presentations and advanced techniques Microsoft Excel: Applets (if time permits) <p>Teachers will create presentations of information using online applications.</p> <ul style="list-style-type: none"> Scrapblog.com (scrap book similar to PowerPoint) Jaycut.com (video editing similar to Window Movie Maker) Jing (screen recording device similar to SmartBoard Recorder) SmartBoard Recorder (on screen recording) Zoho.com(collaboration program using the monitor as a white board) NoteStar (http://notestar.4teachers.org/ an online coure presenter) 		
Course Requirements:	Intermediate abilities using Microsoft Office and the Internet Digital camera or web cam optional		
Maximum Enrollment:	20		

**Newburgh Teacher Center
In-service Course Proposal**

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Credit and permission granted by Jay McTighe – UbD

Name of In-service Proposal: Advanced Presentation/Collaboration Techniques for Teachers and Students

Name of Instructor(s): Stacey Lazarus

Desired Results

Goal(s): When teachers in NECSD are giving a presentation to students or are requesting a presentation from students, the teachers will know how to use several different applications, using an appropriate one for the information presented.

Understanding(s):

Fostering independent thinking
Fostering discussion and teamwork
Fostering problem solving

Essential Question(s): How can specific programs be modified to present required information?

Knowledge/Skills: Using computer and online tools to increase student involvement in discussions/presentations, setting up a lesson geared towards student-centered learning.

Assessment Evidence

Direct Evidence:

All the above can be observed in formal and informal observations. A completed presentation using one application and one online interaction will be required.

Learning Plan

Learning Activities: Seeing, participating, and creating presentations using different computer and online applications. Participating and coordinating an online collaboration project.