Designing and Assessing Learning Workshops

Learn how to: establish desired performance expectations; specify performance standards; create standards-based assessments; plan teaching and learning strategies, align standards, assessments and instruction; design a customized, performance-based course of study using WIDS software.

Meets #50 Certification Requirement

Four sessions are being offered, choose from one of the following:

- **Monday, Aug. 16, thru Thursday, Aug. 19**
  - 8:00 am – 4:00 pm
  - Class #23725

- **Friday, Oct. 8, Oct. 15, Oct. 22**, -- 4 -- 8 pm
  - **Saturday, Oct. 9, Oct. 16, Oct. 23**, -- 8 -- 4 pm
  - Class #23726

- **Friday, Feb. 4, Feb. 11, Feb. 18**, -- 4 -- 8pm
  - **Saturday, Feb. 5, Feb. 12, Feb. 19**, -- 8 -- 4 pm
  - Class #60629

- **Tuesday, May 17, thru Friday, May 20**, -- 8 -- 4 pm
  - Class #60629

**Presenter: Pauline Babler**
**Location: A113**

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Blackboard Training

- **Blackboard 1 – Basic (Bb1)**
  - Introduction to Blackboard, overview of Blackboard’s components, discuss course organization, participate in hands-on activities

- **Blackboard 2 – Course Tools (Bb2)**
  - The course tools area of Blackboard – announcements, calendar, faculty information, tasks, discussion boards.
  - Prerequisite: Blackboard 1 - Basics

- **Blackboard 3 – Assessment and Grading (Bb3)**
  - Explore assessment features, create questions, a quiz, and a survey. Look at the online grade book, and course statistics.
  - Prerequisite: Blackboard 1 – Basics

**Three sessions are being offered, choose from one of the following:**

- **Bb1, #12268, Mon., June 21, 8:30 – 10:30 am**
- **Bb2, #12270, Mon., June 21, 10:30 – 11:30 am**
- **Bb3, #12272, Mon., June 21, 11:30 am – 12:30 pm**
- **Bb1, #12269, Tues., July 27, 8:30 – 10:30 am**
- **Bb2, #12271, Tues., July 27, 10:30 – 11:30 am**
- **Bb3, #12273, Tues., July 27, 11:30 am – 12:30 pm**
- **Bb1, #23829, Mon., Aug. 16, 12:30 – 2:30 pm**
- **Bb2, #23830, Mon., Aug. 16, 2:30 – 3:30 pm**
- **Bb3, #23831, Mon., Aug. 16, 3:30 – 4:30 pm**

**Presenter:** Roxie Hoffman
**Location:** TTC (above Library)

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Online Facilitation Mini-Seminar

This workshop is designed for faculty who will be facilitating an already-developed online course. Learn effective communication and interaction techniques, strategies for managing and organizing workflow, techniques for pacing a course, standards for online courses, processes for user management and support at NTC, plus suggestions for additional preparation activities for online facilitation.

**Class #12274**
**Presenter:** Roxie Hoffman
**Wednesday, July 28, 8:30 am – 12:30 pm**
**Location:** Room: TTC (above Library)

Please register for the above by calling Sandy Laabs at Extension 4137 or email at Laabs@NTC.edu

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TLTC Workshops Flyer
IP/ITV Mini-Workshop
Are you scheduled to teach a course on ITV for the first time? This workshop will introduce you to NTC’s IP/ITV instructional delivery system. It will provide you with the basics on how to operate the teaching station, how to prepare for your first ITV class, how to communicate with your remote students, and develop some strategies that will make your first teaching experience using IP/ITV successful.
Presenters: Amy Tamsen-Moritz, Tim Dunbar
Tuesday, August 17, 8:00 am—11:30am
Location: Rooms: A223 & A224

How to Use the Smart Classroom Teaching Stations
This workshop will help faculty learn how to use the equipment and the teacher station including the switcher, data projector, VCR, CD, overhead camera, and accessing the network from the computer workstation. Classrooms that are equipped with this equipment are: A126, A132, A133, A134, A204, A207, A208, A210, A216, A228, A232, A236, A239, A241, D101, D103, D105, F206, F207, F211, H124, H131, and T124.
Presenter: Mark Fenske
Tuesday, August 17, 1:00 pm – 2:00 pm
Location: Room A208

PeopleSoft Self-Service Functions
Hands-on workshop to learn the self-service functions of PeopleSoft including accessing and printing class rosters and online grading.
Presenter: Bonnie Niewolny
Tuesday, August 17, 2:00 pm – 4:00 pm,
Location: Room A109

TLTC Self-Serve Area
What is in TLTC Center Self-Serve area? How do I use the poster printer, poster copier, laminator, color printer and copier, and the OpScan?
Presenter: Diane Jehn
Wednesday, Aug. 18, 8:00 am – 9:00 am
Location: TLTC Self-Serve Area – 2nd floor library

Perception Online Testing Software
A hands-on workshop to learn how to create standard questions such as multiple choice and true/false, and then pull those questions into an assessment
Presenter: Roxie Hoffman
Wednesday, Aug. 18, 9:00 am – 11:00 am
Location: TTC (above library)

SWISH
Hands-on workshop to learn the capabilities of using this easy flash-authoring tool for creating learning objects, websites, enhanced PowerPoint slides, and pre-class trailers.
Presenter: Mike Enders
Thursday, Aug. 19, 9:00 am – 12 noon
Location: A109

RoboDemo
Hands-on workshop to learn the capabilities of a new screen capture software to create online tutorials for students.
Presenter: Mike Enders
Thursday, August 19, 1:00 pm – 4:00 pm
Location: A109

Basic Multimedia Tools
How to create and import/insert graphics into your PowerPoint or other documents. Learn about digital cameras, scanners, burning CDs, and Snagit.
Presenter: Morgan Wright
Friday, August 20, 9:00 am – 12 noon
Location: A119

Please register for the following by calling Diane Jehn, TLTC Assistant, Extension 4034 or email Jehn@NTC.edu