

Face-to-Face Staff Development Workshop

Staff Development Workshop

Candidates must design, create, and deliver a face-to-face workshop to a target audience (at least 8 participants) at a location **other than** your regular workplace. The location can be one of the schools you are observing in your practicum or a RESA or district level staff development. This should be prepared following an instructional design model (*Understanding by Design* or other model that you used in Instructional Design FRIT 7231 or FRIT 7430). The content should be substantive and forward-looking (that is, a 15 minute demo of clickers or SmartBoards, etc is **not** satisfactory). Prepare all supporting materials to accompany the lesson. The supporting resources should utilize innovative Web 2.0 tools (apps, blogs, wikis, podcasts, etc). The Practicum Candidate must:

1. **Work with your site supervisor to select an audience (minimum of 8 participants).**
2. **Again, it cannot be a staff development workshop for your current workplace.**
3. **Collaborate with your site supervisor to identify a training need that aligns with the selected school or district technology plan/ goals/ vision.**
4. **Write an instructional goal for your workshop. Submit the instructional goal to your university practicum instructor for approval by the date in the course syllabus.**
5. **Utilize the Instructional Design Model that you used in your FRIT 7231 or FRIT 7430 course (“Understanding by Design” or “Morrison, Ross, Kemp Model”) to design the lesson. The staff development must include a list of measurable learning outcomes. The instructional design unit must be linked in your portfolio with the following label: FRIT 7739 Face-to-face Instructional Design Unit. The unit will include all of the components in #4-7.**
6. **Prepare all supporting materials to accompany the lesson. Again, these must be presented in your eportfolio.**
7. **Design and prepare assessment and evaluation strategies.**
8. **Deliver the lesson to the target audience.**
9. **Collect assessment data from the workshop participants and evaluate the effectiveness of the design. You must include the data and use the results of the data to reflect on your workshop outcomes.**
10. **Review and evaluate the design, development, and delivery of the workshop.**

You will submit the goals and content outline by the date on the course calendar. You will NOT submit the unit as a separate assignment. It will be linked (along with the completed ID unit) to your e-portfolio. Use the performance expectations on the next page to ensure that you have met the requirements for this activity.

Staff Development Face-to-Face Workshop

Scoring Guide

	<i>Standards</i>	<i>Unacceptable 1</i>	<i>Acceptable 2</i>	<i>Target 3</i>	<i>Rating</i>
ID Model	IT-PSC 5.0100 IT-PSC 5.0200 InTASC #7 SLO-IT #1 a SLO-IT #2 a SLO-IT #4 d C.1 C.2 C.3	Instructional design principles (Morrison, Ross and Kemp Model OR UBD) have not been used consistently throughout the unit.	All instructional design principles (Morrison, Ross and Kemp Model OR UBD) utilized in planning, implementing, and assessing the lesson.	All instructional design principles (Morrison, Ross and Kemp Model OR UBD) utilized in planning, implementing, and assessing the lesson. Step-by-step guide for conducting the workshop included.	
Support Materials	InTASC #1 InTASC #2 InTASC #3 InTASC #4 InTASC #7 InTASC #8 SLO-IT #1 a SLO-IT #1 c SLO-IT #3 a SLO-IT #3 c C.1 C.2 C.3	Materials necessary for Candidate to complete the Staff Development Workshop not included and/or not well formatted.	All materials necessary for Candidate to complete the Staff Development Workshop included and well formatted. Materials are included for participants to use after the workshop. Staff development outcomes align to state and national professional learning standards, integrates technology to support face-to-face components, models principles of adult learning, and promotes best practices in teaching, learning, and assessment.	All materials necessary for Candidate to complete the Staff Development Workshop included and well formatted. Materials are included for participants to use after the workshop. Staff development outcomes align to state and national professional learning standards, integrates technology to support face-to-face components, models principles of adult learning, and promotes best practices in teaching, learning, and assessment. Learning experiences make appropriate use of differentiation based upon an analysis of learner characteristics.	
Assessment	InTASC #1 InTASC #2 InTASC #3 InTASC #4 InTASC #6 SLO-IT #1 b C.1	Assessment data not included.	Assessment data of participants learning included and analyzed.	Assessment data included and analyzed. The candidate understands and uses multiple methods of assessment to engage learners in their own growth, and to monitor learner progress. Includes possible revisions based on assessment data.	

Participant Evaluation	SLO-IT #1 d C.1	Evaluation of Instruction data not included.	Evaluation of Instruction data included and analyzed.	Evaluation of Instruction data are included and analyzed. Includes possible revisions based on participant evaluation. Evaluations are designed to determine the overall effectiveness of professional learning and other educational programs.	
Evaluation And Reflection	SLO-IT #1 d C.1 InTASC #9 IT-PSC 6.0100	Self-evaluation of the workshop is poorly written or not included.	Self-evaluation of the workshop included.	Self-evaluation of the workshop included and well written. Evaluation demonstrates evidence of continued growth in content knowledge and skills. Evaluation includes a substantive reflection on how the workshop would be improved or changed.	
Scoring Guide To earn a grade of S (Satisfactory) in FRIT 7739, the candidate must earn a rating of Acceptable or Target on all elements on the <i>Staff Development Face-to-Face Workshop Rubric</i> . Any element rated as unacceptable may be re-submitted one time for re-evaluation.					/15