Requirements For Training 10 Additional Teachers

Requirements

1. Each participating teacher must train at least 10 additional teachers.
2. Training must take place before December, 1998.
3. Participating teachers should work with their school administrators to formulate the training program for the 10 additional teachers.
4. The 10 teachers may be teachers in the local school district; however, if a teacher is unable to find 10 people within their school district to train, they may select from a list of teachers within the respective AEA who applied for the Iowa/U S WEST project.
5. The summer training program that participating teachers attend will last three days; therefore, the training program for the 10 teachers should also last approximately the same amount of time.
6. Participating teachers are expected to train the 10 teachers with the software which they learned during the summer workshop - basic computer concepts, word processing, and accessing and using the Internet.
7. Participating teachers may use the laptop they received during the summer workshop or a computer lab in their school if it has comparable software to that which was taught during the summer workshop.
8. Participating teachers will be required to complete reports which lists the names and school districts for the 10 additional teachers, lists the dates of the training, and outlines the training program used for the 10 teachers.
9. Evaluation forms will be completed in a timely manner.

Questions to consider when designing the training program for the 10 additional teachers:
1. When will you conduct the training (In-service days, before or after school hours, on Saturdays, during the summer months)?
2. Will you train one-on-one or a group of teachers?
3. Will you use the laptop or a computer lab for the training?
4. Will you give assignments to the 10 teachers?
5. Will you conduct the training in conjunction with your school's computer training program?
6. How will you get your school administrators involved in your project?