Boxlight Professional Development

COURSE CATALOG

Welcome

Welcome to Boxlight's professional development catalog!

The following pages outline a selected list of courses and subject areas to provide teachers with the skills and inspiration they need to engage their students, improve their practice, and collaborate together more effectively.

All of our virtual and in-person sessions can be customized for grade level, content, student mix, teaching style, and available technology.
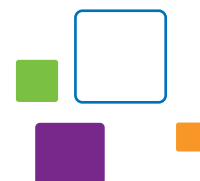
We are excited to see how we can help your students and teachers!

Dr. Aleksandra Leis,
CEO, EOS Education

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Why Boxlight?

Boxlight wants to provide the best tools to help teachers improve student outcomes. Through our subsidiary, EOS Education, we extend our commitment to schools and districts by providing a rich portfolio of classroom training, professional development, and educator certification services. Contact us to get the most out of your training and PD budget through customized programs that put the teacher first.

OUR PHILOSOPHY

We believe there are three fundamentals to improving teaching and learning quality:

TEACHER MOTIVATION   **TEACHER EFFECTIVENESS**   **PURPOSEFUL ENGAGEMENT OF STUDENTS**

We are focused on sustainable implementation that provides:

- SYSTEMIC CHANGE through guided processes
- SELF-SUFFICIENCY as experts work alongside district and teacher leaders
- DOCUMENTATION and purposeful follow-up

Maximizing resources is essential:

- LEVERAGING existing district/school capabilities and know-how
- SETTING CLEAR EXPECTATIONS and providing accountability
- DRIVING EFFICIENCY through workflow optimization

WHAT MAKES US BETTER

TRADITIONAL PD	BOXLIGHT PD
Passive: Focused on the material delivered by the trainer	**Interactive:** Most of the time is spent on practical exercises and developing educational concepts and ideas
Time limited: Well-defined end time	**Open formula:** Includes follow-up after each session, online complimentary materials, and check-ins
Relevance: Varying degrees of relevance for teachers	**High relevancy:** Uses examples for specific grades and content areas
Format: Dominated by one type of training (usually group training sessions)	**Full variety of training forms:** Face to face (f2f), virtual and blended, group, individual outside of classroom, in-classroom, online modules, teacher communities, 1:1 coaching support
Prepared content: Participants mainly play the roles of receivers	**Flexible content:** Focus on areas of importance for individual teachers, participants play the roles of co-creators
Typical order: Training starts from basic information that is delivered during sessions	**"Flipped PD" approach:** Materials delivered before the training to allow coaches to use time with participants in the most efficient way

HOW WE CAN HELP

We customize the training to the teachers' skills and day-to-day routine, making sure to enhance teachers' content-specific instructional practices so students will be successful well beyond just the classroom. All of our trainers are former educators, so they understand how challenging learning and implementing new skills can be. Their goal is to help your teachers save time and use the technology they have more effectively. Successful teachers, successful schools, successful students.

We deliver our training in a variety of formats, so it works for your budget and educators.

Certifications

We provide certifications for Microsoft Innovative Educator, OKTOPUS, MimioStudio™ software, and the Labdisc portable STEM lab, an all-in-one K-12 science lab solution.

Virtual and In-Person Training Topics

Our workshops range from one hour to one day, so your teachers can get up and running quickly and effectively with all of our solutions.

Customized Programs

Our programs are built using a competency-based approach and customized to meet the unique needs of a district or school. The programs are designed to support successful integration of all available technologies with curriculum to increase student engagement and achievement.

Boxlight Certifications: Educator, Expert, and Trainer

Boxlight Certifications

Certifications are the best way to make sure that teachers have the skills and knowledge needed for successful implementation of technology tools in their classrooms. All Boxlight certifications are designed in a way that gives teachers an opportunity to practice new skills and learn how to engage students with purpose.

All online courses include a variety of high-quality training materials such as videos, activities, quizzes, and example lessons. In the case of instructor-led online courses, the participants stay in regular contact with the course instructor, get valuable feedback, and are given suggestions for further skills and lesson development. We use an online learning platform for these courses, but there is an opportunity for customization through one of our preferred educational solutions (Google Classroom or Microsoft Teams) for programs on a larger scale.

Face-to-face and virtual certification workshops are hands-on, interactive sessions where teachers can learn how to use MimioStudio classroom software, get inspired by the instructor and other participants, and work on specific materials that can be used in their classrooms.

BOXLIGHT OFFERS THREE LEVELS OF MIMIOSTUDIO CERTIFICATION:

MimioStudio Educator: Certifies knowledge of the core skills needed to use Boxlight solutions comfortably and confidently in a K-12 classroom.

- **Time:** About 6 hours
- **Audience:** Teachers who start their journey in transforming classroom environments with Boxlight solutions.
- **Content:**
    - Navigation and basic tools
    - Adding and saving content
    - Using pre-existing materials
    - Basic formatting
    - Gallery
    - MimioConnect™

MimioStudio Expert: Certifies a strong knowledge of Boxlight solutions and their various implementations in the classroom.

- **Time:** About 14 hours
- **Audience:** Teachers who are Certified MimioStudio Educators and interested in learning more about how to use the whole Boxlight suite of products in their classrooms.
- **Content:**
    - Advanced formatting
    - Gallery customization
    - Additional tools
    - MimioMobile™ and Gradebook

MimioStudio Trainer: Certifies readiness to provide high-quality, engaging, and interactive training to teachers on Boxlight solutions.

- **Time:** About 16 hours
- **Audience:** Teachers who have already been using MimioStudio successfully in their classrooms, are Certified MimioStudio Experts, and are interested in helping other educators transform their classrooms with MimioStudio.
- **Content:**
  - Developing and delivering engaging workshops to adult learners
  - Adapting materials to increase relevance
  - Pre- and post-session follow-up
  - Facilitating large group, small group, PLC, and individual sessions
  - Collaboration tools and techniques

OKTOPUS Educator: Certifies knowledge of the essential skills needed to use OKTOPUS software comfortably and confidently in a K-12 classroom.

- **Time:** About 5 hours
- **Audience:** Teachers who are beginning to implement OKTOPUS into instructional practice for the benefit of K-12 students.
- **Content:**
  - Navigate main areas of OKTOPUS and toolbars
  - Learn basic formatting functions, settings, and actions to insert various types of content
  - Use Glass Mode with various types of media content
  - Create and facilitate polling and collaborative lessons
  - Insert and modify existing file types for use in OKTOPUS
  - Search, download, and deliver OKTOPUS lessons

Labdisc Trainer: Certifies readiness to provide high-quality, engaging, and interactive training to teachers on Labdisc solutions.

- **Time:** About 10 hours
- **Audience:** Teachers who are interested in providing training on the Labdisc portable STEM lab to other educators.
- **Content:**
  - Exploring all features of the Labdisc series
  - Learning principles of high-quality training for Labdisc
  - Adapting materials to increase relevance

Certified Microsoft Innovative Educator: Certifies educators on Microsoft Office 365 tools to empower students to achieve more.

- **Time:** 8 hours
- **Audience:** Teachers who are interested in learning more about Microsoft's latest tools and resources.
- **Content:**
  - Immersive deep dive into such tools as OneNote, Teams, Forms, and Sway
  - Maximizing use of Windows 10

Virtual and In-Person Training Topics

Virtual and In-Person Training

For our virtual and in-person trainings, we offer dozens of topics that help teachers to integrate specific technology tools with instructional practices. The rich portfolio of topics can be divided into five main areas: Remote and Hybrid Learning, Boxlight solutions, Microsoft Education, G Suite for Education, and Custom topics.

For each of these five areas, there are many PD topics to choose from. All of these topics are taught in an educational context—we go far beyond basics, focusing not on the features of each technology tool, but on how to use these features for teaching and learning. Districts and schools can customize the training experience, where the trainers have the ability to adjust the training content to the technology tool that is being used by teachers.

Remote and Hybrid Learning

Build a robust training program using G Suite OR Microsoft 365 features and tools to facilitate instruction in any learning environment – blended, flipped, or remote. Our facilitator-led sessions provide an opportunity to explore and interact with a variety of education technology tools and platforms. Sessions introduce the topic tools and provide guidance in best practices and applications for remote and hybrid learning.

Boxlight Solutions

With our Boxlight sessions, you can learn the basics or become an expert in using MimioStudio software and hardware, MimioConnect, OKTOPUS, and/or Labdisc portable STEM lab. Learn how to create engaging lessons, give "just-in-time" feedback to students, enhance student collaboration, create formative assessments, and more.

Learn more about all of our training solutions at www.boxlight.com/professional-development-teachers.

Microsoft Classroom

In our Microsoft Classroom trainings, you can learn how to integrate Microsoft 365 tools into your daily curriculum or become certified as a Microsoft Innovative Educator (MIE).

We focus on building comfort and confidence using the Microsoft platforms available to the teacher, adjust content to be relevant for different grade bands and subject areas, and scaffold application of this technology to meet instructional priorities.

Google Classroom

With our G Suite in the Classroom sessions, you can learn how to use the wide range of Google solutions—including Slides, Docs, Sites, Google Classroom, and more. Our sessions train your educators on tools for teachers and students and can be tailored to any level.

Custom Solutions

Our custom workshops give you the opportunity to tailor topics to your school or district's needs. In addition, the sessions can be specific to the technology your teachers use every day in any learning environment, including their LMS. Whether it is virtual reality in the classroom or blended learning, we have you covered.

Learn more about all of our training solutions at www.mimio.boxlight.com/professional-development-teachers.

Remote and Hybrid Learning

Build a robust training program using G Suite OR Microsoft 365 features and tools to facilitate instruction in any learning environment – blended, flipped, or remote. Our facilitator-led sessions provide an opportunity to explore and interact with a variety of education technology tools and platforms. Sessions introduce the topic tools and provide guidance in best practices and applications for remote and hybrid learning.

Introduction to MimioConnect ONE HOUR

Learn to engage students with interactive content and collaborative discussions. This session will introduce the MimioConnect platform and explore applications for the remote or hybrid classroom.

OBJECTIVES

- Navigate the MimioConnect platform
- Manage dashboard, lessons, and classes
- Upload existing content
- Explore additional resources

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Dynamic Digital Lessons - MimioConnect ONE HOUR

MimioConnect provides opportunities to gain valuable insight into student learning in a remote or hybrid classroom setting. This session will take a deeper dive into the MimioConnect platform. Learn to create lessons and activities, present and assign lessons, and review student work.

OBJECTIVES

- Create a lesson
- Develop activities within a lesson
- Present and assign a lessont
- Review student work
- Manage analytics

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Classroom ONE HOUR

In this session, participants will learn to set up their Google Classroom, add material and classwork, as well as posting assignments to multiple classes. Participants will also be introduced to the Stream as a tool to maintain interaction and connection with your students.

OBJECTIVES

- Create a Google Classroom
- Best Practices for Google Classroom Settings
- Explore Layout and Essential Functions
- Add Topics and Content to Classwork Tab

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Classroom: Online Discussions ONE HOUR

Learn how to set up Academic discussion protocols and expectations to utilize the space as a source of formative assessment and accountability for remote and hybrid learning.

OBJECTIVES

- Google Classroom overview
- Class comments vs. private comments
- Class setting notifications
- Academic discussion protocol

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Drive: Optimal Integration ONE HOUR

Access and convert existing material in your Google Drive and seamlessly add to your assignments in Google Classroom.

OBJECTIVES

- Utilize G Suite Apps for integration
- Explore creative ways to use PDF files
- Explore benefits of G Suite Apps in Google Classroom
- Upload, convert, and organize files

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Meet ONE HOUR

In this session, teachers will gain a basic understanding of how to navigate, use, and manage a Google Meet to engage with students, colleagues, and the community.

OBJECTIVES

- Navigate recording and presenting functions
- Save and locate a recording
- Investigate creative ways to enhance your video
- Share your instructional video

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Slides ONE HOUR

Learn to use embedded features in Slides to increase engagement, accountability, and accessibility.

OBJECTIVES

- Learn to enhance your slide layout for remote learning
- Build the nest content for delivery
- Build skills to increase interactivity and accessibility
- Create interactive Google Slides presentations

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Docs ONE HOUR

Learn how to leverage Google Docs for collaborations, peer editing, and accessibility.

OBJECTIVES

- Best practices and protocols for peer editing
- Learn to collaborate on a document
- Explore tools for accessibility

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Forms ONE HOUR

Learn to create Google Forms for formative assessments, surveys, and student mood check-ins.

OBJECTIVES

- Create a Google Form
- Add questions and build content to meet learning target
- Develop options within the Form
- Share Forms and review student responses

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Chromebooks and G Suite ONE HOUR

Learn to personalize and navigate G Suite Apps on a Chromebook. Access security, settings, and features to improve use, readability, and interactivity of digital materials.

OBJECTIVES

- Introduction to Chromebook
- Learn to personalize device
- Navigate Apps
- Protect accounts
- Essential care and troubleshooting for device
- Explore keyboard and functionality

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Transform Learning with Teams ONE HOUR

In this session we will explore Microsoft Teams, learn to create channels and tabs, navigate and manage permissions, upload files, start conversations, and integrate assignments.

OBJECTIVES

- Manage Teams
- Navigate essentials Teams functions
- Learn to share and collaborate
- Explore Tabs, Assignments, and Class Notebook

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Microsoft Teams Assignments ONE HOUR

Create new assignments, build from existing, or add a form. Learn how to assign work, provide resources for students, review student progress, and provide feedback.

OBJECTIVES

- Create a new or existing assignment in Teams
- Assign a Quiz
- Learn how to review student work
- Explore engagement and meaningful ways to provide feedback

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Meeting in Teams ONE HOUR

Explore best practices, setting up norms, Meet Now and scheduling tools to bring a lesson in a virtual classroom to life.

OBJECTIVES

- Preparation before the meeting, manage permissions and meeting options
- Creating virtual classroom expectations
- Learn best methods for presenting lessons to students
- Access recordings for asynchronous learning opportunities

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

OneNote ONE HOUR

Ready, Set, Create! Explore features in OneNote to create an engaging and immersive Notebook that you can use and re-use with students!

OBJECTIVES

- Understand OneNote benefits and features
- Navigate inserting content and accessing Notebooks
- Create pages, custom tags, and quizzes
- Use unique features to build an original Notebook

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

ClassNotebook ONE HOUR

This session provides an overview of Class Notebook in Teams and its functions for Remote Learning. The Class Notebook is the shared hub for class content and can be integrated with assignments, grades, and multiple apps for education.

OBJECTIVES

- Explore the anatomy of a Class Notebook
- Manage, organize, and add content
- Distribute content to students
- Create opportunities for collaboration
- Review student work and provide feedback

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

STREAM Video Recordings ONE HOUR

Make Video content available to all who need it. Host Live Events create a video library and learn how to share transcripts and links with students.

OBJECTIVES

- Explore how to use Microsoft Stream to capture lessons and content
- Create groups and channels
- Manage permissions
- Embed forms
- Access transcripts
- Share videos and library

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Immersive Reader and Translator ONE HOUR

Learn to use embedded accessibility features in PowerPoint, Word, OneNote, and Teams to increase engagement and access to content for all learners.

OBJECTIVES

- Explore the Immersive Reader application
- Apply functions in PowerPoint, Word, and OneNote
- Utilize translation in multiple platforms
- Develop skills to increase content accessibility for students

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Windows 10 and Microsoft ONE HOUR

Learn to personalize Windows 10 devices, navigate Microsoft 356 applications, and protect your accounts. Build best practices for care and access troubleshooting strategies for the device. Explore essential features to make learning accessible and relevant for everyone.

OBJECTIVES

- Protect and personalize Windows 10 devices
- Set account protections
- Care and troubleshooting
- Explore Windows 10 accessibility features
- Learn keyboard shortcuts

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Asynchronous Learning Design ONE HOUR

Use technology to help students engage in lessons and activities independently or in small groups. Develop proper instructions, expectations, and resources to reinforce learning.

OBJECTIVES

- Define Asynchronous Learning
- Explore technology to support learning
- Develop a lesson concept
- Create instructions and description of resources
- Plan for implementation

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Synchronous Learning ONE HOUR

Make the most of your "real time" instruction. Develop best practices when using digital platforms synchronously. This session will explore tools available for synchronous learning and provide guidance for implementation.

OBJECTIVES

- Define Synchronous Learning
- Develop best practices for your technology platform
- Manage expectations and the digital environment
- Explore applications to support learning in real time
- Plan for lesson delivery

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Introduction to Flipgrid ONE HOUR

Amplify the student voice with Flipgrid. This session will introduce the Flipgrid platform and walk through the new features essential for remote and hybrid learning.

OBJECTIVES

- Navigate the Flipgrid Community
- Learn to build classes and groups
- Manage controls
- Add topics

- Explore the camera
- Practice essential functions to review student work and provide feedback

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Newsela ONE HOUR

Newsela provides students opportunities for research and knowledge acquisition and teachers may build content to support students at their reading level.

OBJECTIVES

- Navigate the Newsela dashboard
- Build a class
- Explore library and resources

- Manage collections and add activities
- Assign student work using Likert scaled questions

SKILLS
Introductory

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Google Earth ONE HOUR

Use Google Earth for live exploration lessons, student projects, educational games, or extension activities. This session will explore the use of Google Earth for engagement and increased learning opportunities in a remote or hybrid classroom setting.

OBJECTIVES

- Access Google Earth and navigate the environment
- Manage settings
- Explore Search, Voyager, and I'm Feeling Lucky for content and lessons
- Access maps, distance and area, and placemarks
- Learn to build a project

SKILLS
Intermediate

CLASS SIZE
Up to 50

FORMAT
Virtual

LENGTH
1 hour

Boxlight Solutions

With our Boxlight sessions, you can learn the basics or become an expert in using MimioStudio software and hardware, MimioConnect, OKTOPUS, and/or Labdisc portable STEM lab. Learn how to create engaging lessons, give "just-in-time" feedback to students, enhance student collaboration, create formative assessments, and more.

MimioStudio Educator Certification FULL-DAY

Use MimioStudio in your classroom with ease to create a dynamic instructional environment that engages students in their learning.

OBJECTIVES

- Identify the toolbars and menus in MimioStudio Notebook
- Open, save, and print MimioStudio Notebook files
- Learn functions and applications of basic tools in MimioStudio Notebook
- Insert files, screen clippings, and use screen annotation
- Apply basic formatting techniques to objects
- Download pre-existing materials on MimioConnect
- Access and insert content from MimioStudio Gallery

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Boxlight Solutions Integration FULL-DAY

Maximize instructional and interactive techniques to engage students and increase their learning. Further develop skills using MimioStudio, MimioMobile, MimioVote™, and/or MimioPad.

OBJECTIVES

- Learn to create interactive pages in MimioStudio software using various tools and techniques
- Apply instructional design components to a lesson or activity
- Maximize instructional and interactive techniques to engage students
- Learn methods to enhance lessons using MimioMobile

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

MimioStudio Advanced Features **FULL-DAY**

Explore how the formatting tools in MimioStudio can be applied within the different parts of the lesson cycle. Create activities and present your content in new, creative ways to increase student engagement.

OBJECTIVES

- Apply multiple formatting techniques to a single object
- Present content applying animation and transparency
- Practice screen recordings in MimioStudio
- Complete and access screen annotations
- Access and insert content from the MimioStudio Gallery

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Labdisc Trainer Certification **FULL-DAY**

This workshop is designed to develop Labdisc Certified Trainers who demonstrate competency in all aspects of the Labdisc solution. This hands-on workshop focuses on four certification criteria: skills, written test, activity plan, and worksheet.

OBJECTIVES

- Understand the product, use, and resources
- Use of software and pairing devices
- Exploration and integration of Labdisc into instruction
- Activity planning using Labdisc
- Create activity worksheet
- Utilize resources and lesson packs

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

OKTOPUS Educator Certification **FULL-DAY**

This training provides educators with knowledge of the essential skills needed to use OKTOPUS software comfortably and confidently in a K-12 classroom.

OBJECTIVES

- Navigate Main Areas of OKTOPUS and Toolbars
- Learn Basic Formatting Functions, Settings, and Actions to Insert Various Types of Content
- Use Glass Mode with Various Types of Media Content
- Create and Facilitate Polling and Collaborative Lessons
- Insert and Modify Existing File Types for Use in OKTOPUS
- Search, Download, and Deliver OKTOPUS Lessons

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

MimioStudio Basics HALF-DAY

Build skills and gain experience using the key functions and applications of MimioStudio.

OBJECTIVES

- Identify the toolbars and menus in MimioStudio
- Open, save, and print MimioStudio files
- Understand the function and application of basic tools
- Apply basic formatting techniques to objects
- Download pre-existing materials from MimioConnect

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Boxlight Classroom Solutions HALF-DAY

Maximize instructional and interactive techniques to engage students and increase their learning. Further develop skills using MimioStudio, MimioMobile, MimioVote, and/or MimioPad.

OBJECTIVES

- Learn how to use MimioStudio classroom solutions for interactive and engaging lessons
- Set up MimioMobile and create first activities, including collaboration between students
- Start using MimioVote for assessments
- Learn how to be mobile in your classroom with the MimioPad tablet

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

MimioStudio Advanced Features HALF-DAY

Explore how the formatting tools in MimioStudio can be applied within the different parts of the lesson cycle. Create activities and present your content in new, creative ways to increase student engagement.

OBJECTIVES

- Apply multiple formatting techniques to a single object
- Hyperlink to resources
- Use animation and transparency to present content

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

MimioConnect HALF-DAY

MimioConnect preserves continuous learning, with a simple-to-learn interface to develop and assign dynamic activities and lessons. This half day training will provide the essential skills to begin using the platform in any learning environment.

OBJECTIVES

- Access and Log-in to MimioConnect Platform
- Navigate the Learning Environment
- Learn to Add Content and Build Lessons
- Explore features including whiteboard, video conferencing, and assignments
- Import Existing Lessons
- Add Polling and Interactive Questions
- Build Collaborative Experiences Using Existing Technology
- Manage and Review Analytics

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

MimioStudio and Microsoft 365 HALF-DAY

Build skills and knowledge to integrate the use of Microsoft Office 365 with MimioStudio classroom software.

OBJECTIVES

- Define best practices and useful applications for classroom settings
- Learn best practices for blending lessons
- Create an interactive lesson integrating Office 365 and MimioStudio software

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

MimioStudio and G Suite HALF-DAY

Create your own collaborative classroom with the integration of MimioStudio classroom software and G Suite for Education.

OBJECTIVES

- Define best practices and useful applications for classroom settings
- Learn best practices for blending lessons
- Create an interactive lesson integrating G Suite and MimioStudio software

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

STEM: Labdisc Mobile Lab HALF-DAY

Gain experience with Labdisc, including diverse lessons and activities ranging from elementary to high school science areas covering biology, chemistry, environmental, and physical science.

OBJECTIVES

- Download and use the software
- Integrate Labdisc into instruction
- Facilitate lessons using Labdisc
- Utilize resources and lesson packs
- Select grade-specific activities

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Introduction to MimioStudio HOURLY

Build skills and gain experience using the basic functions and applications of MimioStudio.

OBJECTIVES

- Identify the toolbars and menus in MimioStudio
- Open, save, and print MimioStudio files
- Understand the function and application of basic tools
- Apply basic formatting techniques to objects

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1-2 hours

MimioConnect HOURLY

Learn to engage students with interactive content and collaborative discussions. This session will introduce the MimioConnect platform and explore applications for the remote or hybrid classroom.

OBJECTIVES

- Navigate the MimioConnect Platform
- Manage Dashboard, Lessons, and Classes
- Upload Existing Content
- Explore Additional Resources

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Introduction to OKTOPUS HOURLY

Learn the basics of using OKTOPUS software to help you create engaging classroom lessons by either using your exist digital materials or supplementing instruction with a premade content and learning games.

OBJECTIVES

- Basic navigation
- Standard Tools overview
- Glass Mode basics
- Create an online account to access premade lessons
- Introduction to GameZones

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1 hour

MimioStudio Tips and Tricks HOURLY

Provides participants with the knowledge they need to operate MimioStudio classroom software effectively in their classroom. Explore troubleshooting, shortcuts, and resources.

OBJECTIVES

- Explore creative ways to use MimioStudio Gallery to check for understanding
- Practice shortcuts for content creation
- Examine how to implement existing resources into your MimioStudio lessons

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

MimioStudio Gallery HOURLY

This session is an overview of MimioStudio Gallery. Participants will explore MimioStudio Gallery and learn how to import Gallery files, as well as develop new skills and applications for classroom integration.

OBJECTIVES

- Access MimioStudio Gallery
- Insert images, templates, and multimedia from MimioStudio Gallery
- Add and organize content from MimioStudio Gallery

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

MimioMobile HOURLY

Learn to implement the MimioMobile application effectively in the classroom with mobile devices. Set up the devices and begin incorporating student collaboration, control, and assessment features.

OBJECTIVES

- Set up classes in MimioStudio Gradebook
- Access MimioMobile as a teacher
- Experience how to connect to MimioMobile as a student

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

MimioPad HOURLY

The MimioPad wireless tablet gives teachers and presenters the freedom to present from anywhere in the room. Learn how to access your favorite programs and sites with the tap of a stylus and collaborate with students on whiteboard lessons.

OBJECTIVES

- Use of MimioPad in the classroom
- Integrate programs and sites
- Teacher/student collaboration

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

MimioStudio Advanced Formatting HOURLY

Explore how the formatting tools in MimioStudio can be applied within the different parts of the lesson cycle. Create activities and present your content in new, creative ways to increase student engagement.

OBJECTIVES

- Apply multiple formatting techniques to a single object
- Complete and access screen annotations
- Access and insert content from the MimioStudio Gallery

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

STEM Labdisc: Elementary HOURLY

Utilize the Labdisc for elementary grade students to experiment and explore. Discover a wealth of resources and make science accessible.

OBJECTIVES

- Use several of the Labdisc functions
- Integrate Labdisc into instruction
- Facilitate an activity using the Labdisc

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

STEM Labdisc: Physics HOURLY

Build skills to use the Labdisc Physio in the classroom for discovering the forces of our universe and the building blocks of matter. Utilize the Labdisc to focus students on the specific lesson subject.

OBJECTIVES

- Use several of the Labdisc functions
- Integrate Labdisc into instruction
- Conduct an experiment using the Labdisc
- Analyze results

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

STEM Labdisc: Environmental Science HOURLY

Use the Labdisc Enviro to engage students with the world around them. Learn to develop field experimentation and provide opportunities for students to explore their environment's reality.

OBJECTIVES

- Use several of the Labdisc functions
- Integrate Labdisc into instruction
- Conduct an experiment using the Labdisc
- Analyze results

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

STEM Labdisc: BioChem HOURLY

Use the Labdisc BioChem unit to combine two scientific disciplines, catering to a multitude of experiments in the field. Utilize various functions to build on student knowledge and encourage research development.

OBJECTIVES

- Use several of the Labdisc functions
- Integrate Labdisc into instruction
- Conduct an experiment using the Labdisc
- Build questions

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Microsoft Classroom

In our Microsoft Classroom trainings, you can learn how to integrate Microsoft 365 tools into your daily curriculum or become certified as a Microsoft Innovative Educator (MIE).

We focus on building comfort and confidence using the Microsoft platforms available to the teacher, adjust content to be relevant for different grade bands and subject areas, and scaffold application of this technology to meet instructional priorities.

Microsoft Innovative Educator Certification **FULL-DAY**

This full-day session provides the overview of various tools available in Office 365. Teachers learn and get inspired to engage students, provide constructive and motivating feedback, and utilize the tools in the classroom.

OBJECTIVES

- Navigate and add content to Teams, create and grade an assignment, and give student feedback
- Use OneNote for lesson planning, content organization, and building student activities
- Use Class Notebook to give students access to lessons, collaborate, and provide a digital workspace
- Use a Sway template to create a presentation
- Create a Form to use as an assessment or exit ticket

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Microsoft Innovative Educator Advanced Academy **FULL-DAY**

Further develop skills with proven training and curriculum. Learn how to reach students in entirely new ways with technology, create a dynamic digital learning environment, and work to build 21st century skills into lessons and instruction.

OBJECTIVES

- Aid educators in the creation of innovative lessons
- Uncover available resources to engage students to solve real-world problems
- Use 21st century skills of collaboration, knowledge construction, project-based learning, self-regulation, and skilled communication
- Revisit documents for accessibility
- Use advanced applications of Office 365 tools
- Develop engaging and educational lessons

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Microsoft 365 for Educators HALF-DAY

Learn to use multiple educational tools available in Office 365 to engage students, monitor progress, and give constructive and motivating feedback. Emphasis is on Teams and OneNote.

OBJECTIVES

- Navigate and add content to Teams
- Create and grade assignments in Teams
- Give feedback
- Use conversations, files, and additional tools in Teams
- Use OneNote for lesson planning, content organization, and building student activities

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Diversified Classroom HALF-DAY

Build accessible digital resources and lessons to meet the needs of a diversified classroom. Support your teaching strategies by helping students use the tools to express their learning and stay engaged.

OBJECTIVES

- Create accessible lesson materials
- Ensure all students have access to lessons
- Introduce learning tools to students
- Create multiple opportunities for students to access content and demonstrate their learning

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Student Collaboration in Microsoft 365 HALF-DAY

Gain knowledge and skills to be able to walk students through the Office 365 tools, interact digitally, and uncover resources for further collaboration.

OBJECTIVES

- Provide basic steps and instruction to students to navigate various Office 365 applications
- Develop best practices for using Office 365 on mobile devices and laptops
- Build activities to engage students by using main tools and functionalities
- Collaborate with students in a cloud-based format

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Teams and Class Notebook HALF-DAY

Build knowledge, skills, and inspiration necessary for using Teams and Class Notebook to enhance teaching and students' learning.

OBJECTIVES

- Navigate and add content to Teams
- Create and grade an assignment
- Create Class Notebooks
- Provide and distribute materials to individual students, small groups, or the whole class
- Review students' progress and leave feedback

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

OneNote HOURLY

Create one place to organize and digitally store lesson materials to easily share with colleagues and students.

OBJECTIVES

- Create a digital notebook
- Add all types of media and lesson documents
- Share with colleagues and collaborate
- Create tasks, tags, check lists, and more

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

OneDrive HOURLY

Learn how to work in the online and offline environment of OneDrive. Develop skills to create, share, and navigate files.

OBJECTIVES

- Add existing documents to OneDrive
- Create a new document from OneDrive
- Interact with colleagues in shared documents

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Teams HOURLY

Navigate Teams, organize conversations, share documents, and incorporate assignments to enrich the student learning experience.

OBJECTIVES

- Understand functions within Teams
- Navigate and add content to Teams
- Create and grade assignments

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Class Notebook HOURLY

Develop the knowledge and skills to enhance teaching and student learning using a digital Class Notebook. Set up classes for collaboration and organization.

OBJECTIVES

- Create Class Notebooks for classes
- Provide materials for students to view (but not edit)
- Distribute materials to individual students, small groups, or the whole class
- Review students' progress and leave feedback for students

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Microsoft Forms HOURLY

Create and share quizzes and formative assessments for use in the classroom. Use Forms for access to quick assessments.

OBJECTIVES

- Create quizzes for classes
- Add pictures and videos to questions
- Collect results and share
- Analyze results and plan instruction

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

PowerPoint HOURLY

PowerPoint continues to add new functions that are especially great for educators. From collaboration and formatting to inserting files and premade templates, find the newest and most effective ways to use PowerPoint.

OBJECTIVES

- Collaborate in a document
- Enhance instruction with PowerPoint using new features
- Utilize the application for different content areas

SKILLS
Introductory to Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Word HOURLY

Microsoft Word continues to add new functions that are especially great for educators. Learn tips and tricks to benefit the classroom and the professional.

OBJECTIVES

- Collaborate in a document
- Enhance instruction and student applications using features in Word
- Utilize the application for different content areas

SKILLS
Introductory to Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Data Analysis With Excel HOURLY

Introduction to the newest features of Excel. Learn to capture, examine, and report important data.

OBJECTIVES

- Examine data in Excel
- Start to use data manipulation tools for reporting
- Create a graph to understand data results
- Collaborate securely with colleagues

SKILLS
Introductory to Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Stream Video Recording HOURLY

Make Video content available to all who need it. Host Live Events create a video library and learn how to share transcripts and links with students.

OBJECTIVES

- Explore How to Use Microsoft Stream to Capture Lessons and Content
- Create Groups and Channels
- Manage Permissions
- Embed Forms
- Access Transcripts
- Share Videos and Library

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face

LENGTH
1–2 hours

Sway HOURLY

Build knowledge and skills to create a Sway by developing a storyline and executing the design. Build a Sway template to be used and/or shared with colleagues, students, parents, or others.

OBJECTIVES

- Understand the basics of Sway
- Create a Sway
- Use Sway as a unique presentation tool

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Microsoft Whiteboard HOURLY

Microsoft Whiteboard is a free form digital canvas to bring content and ideas together in a collaborative space. This interactive session will explore all of the features for use in classroom learning.

OBJECTIVES

- Navigate Microsoft Whiteboard Online, App, and in Teams Meetings
- Access Key Functions and Drawing Tools
- Learn to use the Digital Canvas for Activities and Collaboration

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google in the Classroom

With our G Suite in the Classroom sessions, you can learn how to use the wide range of Google solutions—including Slides, Docs, Sites, Google Classroom, and more. Our sessions train your educators on tools for teachers and students and can be tailored to any level.

G Suite for Education FULL-DAY

This in-depth course will give educators an opportunity to learn how to maximize the use of G Suite for Education in their classrooms and take an immersive deep dive into the range of tools designed and adapted specifically for K-12.

OBJECTIVES

- Navigate and add content to Google Classroom
- Integrate tools and resources
- Create and grade an assignment and give student feedback
- Use shared documents for lesson planning, content organization, access to materials, and building student activities
- Facilitate collaboration and provide a digital workspace for students
- Build an introductory Google Site
- Create a Form to use as an assessment or exit ticket

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Google Classroom FULL-DAY

Google Classroom is a digital environment that brings conversations, content, and apps together in one place. Build the knowledge, skills, and inspiration necessary to streamline instruction and enhance students' learning.

OBJECTIVES

- Navigate and add content to Google Classroom
- Create and grade an assignment and give student feedback
- Use shared documents for lesson planning, content organization, access to materials, and building student activities
- Facilitate collaboration and provide a digital workspace for students
- Build a Google Site as an introduction to a selected course
- Create a Form to use as an assessment or exit ticket

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

G Suite for Educators HALF-DAY

Use multiple educational tools available in G Suite for Education to engage students, monitor their progress, and give constructive and motivating feedback.

OBJECTIVES

- Use shared documents for lesson planning, content organization, and building student activities
- Give students access to lesson materials and resources, facilitate collaboration, and provide cloud-based space to complete work
- Share ideas for using Forms as both a survey or assessment tool and create a Form to use as an exit ticket for the class
- Navigate and add content, use Stream for online discussions, and provide student feedback

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Google Classroom: Getting Started HALF-DAY

Google Classroom is a digital environment that brings conversations, content, and apps together in one place. Build the knowledge, skills, and inspiration necessary to streamline instruction and enhance students' learning.

OBJECTIVES

- Navigate and add content to Google Classroom
- Create and grade an assignment
- Share and communicate with the class
- Provide materials for students to view
- Distribute materials
- Review student progress

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Student Collaboration Using G Suite HALF-DAY

Enhance knowledge, skills, and inspiration necessary for using G Suite tools to encourage and foster student collaboration inside and outside of the classroom.

OBJECTIVES

- Present various G Suite tools to students as options for collaboration
- Create a class Google Drive folder
- Use Google Docs to brainstorm and collaborate in real time
- Build a presentation template in Google Slides

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Advanced Training for G Suite HALF-DAY

Utilize multiple Google tools simultaneously to further integrate the use of G Suite in the classroom. Dive into the range of G Suite for Education tools and learning principles designed and adapted specifically for K-12.

OBJECTIVES

- Blend a unit or lesson
- Add interaction to instruction through video, sites, and Google Classroom
- Create interactive lessons in Docs, Slides, and Forms
- Add content and experiences to virtual environments
- Use Google Hangouts, Maps, and Earth

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

G Suite Overview HOURLY

Develop strategies for using Google's suite of tools to implement in the classroom as well as professionally.

OBJECTIVES

- Organize documents, lessons, and communication
- Identify G Suite tools to fit classroom instruction
- Share and collaborate

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Drive HOURLY

Designate one secure place to create and organize all your lesson materials to easily share with colleagues and students. Use Google Drive for sorting files in the cloud.

OBJECTIVES

- Organize various types of files for your lessons
- Add all types of media and lesson documents
- Share with your colleagues and collaborate
- Create folders

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Docs HOURLY

Use document sharing to achieve educational outcomes and improve efficiency professionally and in the classroom.

OBJECTIVES

- Organize files and folders
- Write and edit documents online and offline
- Share and collaborate
- Exchange feedback and comments

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Sheets HOURLY

Learn the basic functionality of Google Sheets. Gain knowledge and practice creating, formatting, analyzing data, and sharing with colleagues and students.

OBJECTIVES

- Create a class assignment
- Format and edit in real time
- Add a formula or function to a sheet
- Export data analytics

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Slides HOURLY

Develop skills to navigate and create Google Slides. Create and simultaneously edit presentations and share slides with colleagues and students.

OBJECTIVES

- Create a Google Slide presentation
- Add content and enhanced features
- Edit presentation with team members
- Share and collaborate

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Forms HOURLY

Use Google Forms to efficiently capture relevant student knowledge and understanding, collect and analyze student data, and communicate results to students, colleagues, or parents.

- Create a Form or Quiz for use in the classroom
- Edit settings
- Share and provide access to Forms
- Capture data and analyze results

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Sites HOURLY

Develop knowledge and skills to build a functional Google Site, incorporate relevant class information and links, and integrate Google Classroom for access.

OBJECTIVES

- Build a Google Site page to share
- Format and edit your site
- Add customized content
- Preview, share, and publish your site

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Google Meet HOURLY

In this session, teachers will gain a basic understanding of how to navigate, use, and manage a Google Meet to engage with students, colleagues, and the community.

OBJECTIVES

- Navigate recording and presenting functions
- Save and locate a recording
- Investigate creative ways to enhance your video
- Share your instructional video

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Research With Google HOURLY

Enhance knowledge, skills, and materials for researching online using Google. Explore how to efficiently find new information and test its validity.

OBJECTIVES

- Use research tools built into Google
- Understand and apply safe search and usage rights in Google Advanced Search
- Use research strategies and share resources with students

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Blended Learning With Google HOURLY

Gain a basic understanding of blended learning methods, examine models, and build skills to use tools to incorporate blended activities in Google Classroom.

OBJECTIVES

- Learn five steps to a blended learning environment
- Create stations using Google Docs, Forms, and Classroom
- Add video recording, video assessment, and/or digitized worksheets

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Custom

Our custom workshops give you the opportunity to tailor topics to your school or district's needs. In addition, the sessions can be specific to the technology your teachers use every day in any learning environment, including their LMS. Whether it is virtual reality in the classroom or blended learning, we have you covered.

21st Century Classroom FULL-DAY

Examine how to foster 21st century skills using student devices and education technology tools. Creativity, critical thinking, communication, and collaboration skills are all essential to foster ongoing student learning.

OBJECTIVES

- Learn to use technology to apply 21st century skills in the classroom
- Employ a multitude of idea creation strategies
- Model critical thinking strategies
- Work collaboratively to accomplish a shared goal
- Articulate ideas in multiple formats

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Digital Citizenship FULL-DAY

This session prepares teachers to introduce the foundations of digital citizenship to their students, especially in the context of safety and security, digital literacy, and ethics and community.

OBJECTIVES

- List three areas of digital citizenship
- Describe advantages and disadvantages of an online community
- Demonstrate and articulate basic rights and responsibilities
- Facilitate discussion on the importance of digital citizenship
- Model and promote skills when facilitating and/or leading

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
7 hours

Introduction to Front-of-Class Technology HALF-DAY

Develop basic understanding, purposeful application, and student collaboration opportunities available using front-of-class technology.

OBJECTIVES

- Define benefits for the use of front-of-class technology
- Understand and use hardware features
- Teach students basic classroom routines and procedures
- Integrate technology with instruction
- Access student understanding and see real-time results
- Identify troubleshooting tips for upkeep

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Inclusive Classroom HALF-DAY

Develop skills to create accessible documents and materials. Work to be proactive and build content for students with accessibility in the forefront.

OBJECTIVES

- Create content in a variety of ways for delivery
- Provide students with options to work successfully independently, in a group, or with the whole class
- Use accessibility features to help students go beyond getting ideas on paper and demonstrate understanding in new ways
- Check for accessibility across multiple platforms

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Blended Learning HALF-DAY

Create a blended learning environment in the classroom. Exercise the use of a combination of digital, one-to-one, and face-to-face instruction.

OBJECTIVES

- Learn five steps to a blended learning environment
- Create a blended lesson or unit
- Create stations using digital platforms
- Add video recording, video assessment, and/or digitized worksheets

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Project-Based Learning HALF-DAY

Understand the essentials of PBL in the classroom, identify how PBL can help meet the needs of students, and gain knowledge of available technology tools to create meaningful PBL activities.

OBJECTIVES

- Start building the main components of successful PBL units
- Create a PBL template
- Implement a plan for student accountability and assessment
- Develop and use meaningful rubrics

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Virtual Reality in the Classroom HALF-DAY

This session is a must for teachers who are interested in integrating virtual reality into their classrooms to gain the skills needed to successfully manage, monitor, and control the VR enhanced learning environment.

OBJECTIVES

- Navigate the VR environment and become comfortable with the platform
- Develop tools for class management and accountability
- Explore sample lessons and gain understanding of how to effectively integrate VR into a lesson
- Gain awareness of the security and safety issues associated with using VR in a classroom setting

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

21st Century Classroom: Getting Started HOURLY

Build on skills and knowledge of educators and provide the tools to reimagine existing lessons and learning activities to enhance students' 21st century skills.

OBJECTIVES

- Get inspired to use 21st century skills in the classroom
- Model critical thinking strategies
- Work collaboratively to accomplish a shared goal

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Social and Emotional Learning HALF-DAY

Support students social and emotional learning with the integration of technology tools. Learn to helps students set and achieve goals, demonstrate respect for one another, and establish and maintain positive relationships in a digital world.

OBJECTIVES

- Introduction to SEL
- SEL Framework
- Identify tools to enrich SEL experience
- Align SEL to academia and standards
- Understand Growth Mindset Practices

- Build a Mindfulness activity
- Technology Tools for Goals and Time Management
- Create a Vision Board

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Universal Design Learning HALF-DAY

The UDL Framework is based on learner variability, we can change the learning environment, provide accessibility tools, and create curriculum to meet the needs

OBJECTIVES

- Understand the UDL Framework
- Explore the UDL Learning Guidelines
- Align UDL and Technology
- Discuss Instructional methods, removal of barriers, and rewriting learning goals
- Introduce accessibility tools
- Create a Lesson Plan

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
3 hours

Non-Traditional Assessments HOURLY

Use non-traditional assessments to determine students' abilities to perform meaningful tasks.

OBJECTIVES

- Develop tasks for students to complete
- Create a non-traditional assessment using video or presentation tools
- Work collaboratively to accomplish a shared goal

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Flipped Classroom HOURLY

This session helps teachers to begin to build and develop a flipped classroom model to implement in the classroom.

OBJECTIVES

- Define the preparation needed for a flipped classroom
- Create a gradual transition plan into a flipped classroom
- Use the available technology tools needed to provide students with the knowledge to be successful inside and outside of class

SKILLS
Advanced

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Project-Based Learning: Getting Started HOURLY

Understand the essentials of PBL in the classroom, identify how PBL can help meet the needs of students, and gain knowledge of technology tools to create meaningful PBL activities.

OBJECTIVES

- Start building the main components of successful PBL units
- Use a PBL template
- Implement a plan for PBL in the classroom

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Project-Based Learning: Next Steps HOURLY

Expand skills and the use of technology tools to bring PBL to life in the classroom. Identify how PBL can help meet the needs of students and gain knowledge of tools to create meaningful PBL activities.

OBJECTIVES

- Add components of successful PBL units
- Build a rubric template
- Implement an accountability plan for PBL in the classroom
- Develop multiple means for assessment of project and learning

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Digital Citizenship: Digital Footprint HOURLY

Expand skills, knowledge, and understanding of the different dimensions of a digital footprint. This includes developing an effective online presence, social media, managing your privacy, and recognition of rights and responsibilities.

OBJECTIVES

- Understand and explain online rights and responsibilities
- Identify consequences (good and bad) for online actions
- Begin to add security safeguards for online presence
- Explore digital footprint associated with social media

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Digital Citizenship: Digital Literacy HOURLY

Research, manage, evaluate, and create information responsibly in digital forms.

OBJECTIVES

- Use research tools built into search engines
- Understand and apply safe search and usage rights
- Use research strategies and share resources with students
- Identify online communities

SKILLS
Intermediate

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Technology for PLC HOURLY

Organize and create digital materials, allowing for collaboration and ease of planning for your PLC. Improve the efficiency and effectiveness of a team through the use of education technology.

OBJECTIVES

- Understand the tools and usage to support PLC
- Navigate and organize materials digitally
- Use education technology tools for lesson planning, collaboration, and sharing

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Collaboration and Communication for PLC HOURLY

Create an environment of collaboration and easy communication with PLC teams. Learn to organize team meetings, use file storage, and create digital lessons.

OBJECTIVES

- Digitize existing materials to collaborate and share
- Use file sharing by creating folders and links to files
- Establish a common digital communication hub
- Use online video and/or chat features for remote work

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Common Formatives for PLC HOURLY

Use Google Forms or Microsoft Forms to create online formatives as a team to share work, content, and results. Start using Forms for quick formative assessments as well as collecting student data.

OBJECTIVES

- Create and collaborate on a shared formative assessment
- Add standards-based questions to forms
- Share common formatives
- Identify best practices for analyzing results

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Using Student Devices HOURLY

Learn best practices concerning using student devices in your classroom. Create rules and procedures that will help you stay organized and focused, and be able to instruct students how to do basic troubleshooting.

OBJECTIVES

- Personalize experience to improve productivity
- Navigate device environments to utilize apps for learning
- Explore collaboration and creativity tools embedded in the devices
- Use browser to improve comprehension and interact with content

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Learning Management Systems HOURLY

Gain knowledge of the LMS features and apply functionality to enhance the learning experience for students as well as organization for teachers.

OBJECTIVES

- Overview of LMS hardware and functions
- Apply features and functions of the LMS
- Set up teacher account
- Build a first-class experience

SKILLS
Introductory

CLASS SIZE
Up to 25

FORMAT
Face to face
Virtual

LENGTH
1–2 hours

Customized Programs

Customized Programs

Boxlight helps educational leaders learn how to successfully implement a wide range of technology solutions to align with their specific teaching and learning goals. As many studies show, high-quality training, PD, and ongoing support for teachers all play a crucial role in using technology tools for the educational benefits of students. And we know just how to do it!

Our experienced team provides a comprehensive approach, from strategic planning and communication to project management and extensive professional development opportunities for educators, administrators, and stakeholders. We don't focus on one tool or one approach, but instead help teachers to fully realize the potential of all the tools they have in their classrooms, including front-of-classroom technology and student devices.

Competency-Based Approach: Boxlight creates various PD opportunities for teachers to allow them to learn new competencies in the way that best suits their needs, learning styles, and preferences. That's why we offer face-to-face and virtual group sessions in various sizes, formats, and times, as well as individual coaching and lessons with students. The key criterion for success is not participation in training sessions, but purposeful implementation of technology tools in any learning environment. We use various modes and tools to provide teachers with highly practical training materials and resources to apply the technology into their teaching.

Micro-Credential Programs: These are an important part of competency-based PD and create a great opportunity to recognize teacher achievements in transforming classroom learning environments. Each time an educator masters a new concept, they are awarded with a special badge. Each micro-credential is a great way to prove a teacher's gained competency and professional growth to a school administrator.

CUSTOMIZE YOUR TECHNOLOGY

Our programs focus on a wide range of technology solutions and their alignment with specific teaching and learning priorities. We work with you and your teachers to determine the best customized professional development program to integrate technology using a blend of delivery modes, topics, and formats.

- **Whole-Class Tools:** Use interactive flat panels, IWBs, projectors, and other tools to create a more engaging and interactive classroom.
- **Mobile Devices:** Incorporate a variety of devices into 1:1 learning, collaborative activities, and assessment.
- **STEM Technology:** Learn how to incorporate STEM technology to create even more real-world learning.
- **Classroom Software:** From MimioStudio software and G Suite to Microsoft, we have you covered.

FLEXIBLE DURATION AND LOCATION

Timing, location, and a duration that meets your goals can often be a challenge when it comes to professional development. We understand this and connect with teachers anytime and anywhere that's convenient for them.

- **Flexibility:** We design a time frame that works for you. Several weeks, a few months, or multi-year programs.
- **In-Classroom Support:** Our coaches can assist with model lessons and co-teaching.
- **Timing:** Sessions before, during, or after the school day.

CHOOSE YOUR FORMAT

Our programs are designed to give you maximum flexibility and results.

- **Flexibility:** Digital materials (videos, step-by-step guides, activity cards, FAQs), virtual on-demand sessions and webinars, and scheduling tools.
- **Scalability:** Program-based micro-credentials enable a personalized, job-embedded approach to meet your needs.
- **Measurable Data:** KPIs and reporting metrics are assigned—no matter the program duration.

Importance of Ongoing Support for Teachers

The biggest challenge for teachers is not learning new approaches, but implementing them. The reason traditional professional development is often ineffective is that it doesn't support teachers during the stage of learning with the steepest learning curve: implementation. Boxlight offers not only training on integration of technology with curriculum, but also ongoing support for teachers to implement new teaching strategies. In fact, research shows that there are between 10–20 instances of practice needed before teachers master new skills and are ready to use them on a regular basis in the classroom. At Boxlight, we understand that training is not a one-and-done arrangement. We are here to work with you to create a program that will continue to support and develop your teachers day after day and year after year.

Contact us today to learn how we can help you support your teachers to reach their learning goals— effectively and efficiently.

Learn more at
BOXLIGHT.COM/PD