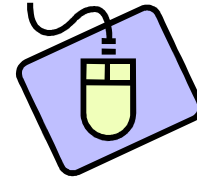


NCCS Technology Professional Development Catalog 2006-2007



Below is a listing of the technology PD classes for the 2006-2007 school year. As the year goes on more classes may be added. To sign up for any class, do the following:

- For certificated staff, sign up at the "My Learning Plan" web site at: <http://www.mylearningplan.com>
- For classified staff, please contact Kris Freday in the District Office.

ONE HOUR & TWO HOUR CLASSES

These classes are held after school in the **Middle School Computer Lab in Room 107** (unless otherwise noted). Below is a brief listing of all one-hour and two-hour classes, followed by detailed information for each:

- T07-02 – Put some Pow in POW-PAK Part 1 – Files and Links
- T07-03 – Put some Pow in POW-PAK Part 2 – Graphics Galore
- T07-04 – Put some Pow in POW-PAK Part 3 – Custom Pages
- T07-05 – Reaching the Pinnacle – Mail Merge
- T07-06 – Reaching the Pinnacle – Reports and Sorting
- T07-07 – Quest for Knowledge: Using WebQuests
- T07-08 – An Entire Library in your Computer: Infohio
- T07-09 – Microsoft Publisher
- T07-10 – Microsoft Excel: Using Spreadsheets in your Class
- T07-11 – Microsoft Access: Using Databases in your Class
- T07-12 – Making Movies with MovieMaker
- T07-13 – Finding Gems in the Ohio Treasure Chest
- T07-14 – 50,000 Videos for your Classroom: United Streaming
- T07-15 – Google Earth for all Subjects
- T07-16 – Great Programs for No Cost: Freeware and Open Source Software
- T07-17 – Distance Learning (and free phone calls worldwide) with Skype
- T07-18 – Podcasts Part 1 – Finding and Receiving
- T07-19 – Podcasts Part 2 – Making Your Own and Distributing
- T07-20 – Smart Web Searching for You and Your Students
- T07-21 – Using Blogs in Your Classroom
- T07-22 – ElementK Online Classes

Detailed Information (Ordered by Date):

Title: T07-05 – Reaching the Pinnacle – Mail Merge
Description: Pinnacle already has info on your students – So how do you get it out? Learn how to export student data such as address, phone numbers, parents' names, birthdates, and more. Then see how you can use that data to create mailing labels, checklists, form letters, and more.
Date/Time: September 12, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-14 – 50,000 Videos for your Classroom: United Streaming
Description: Video is a great way to involve and instruct your students. We have subscribed to United Streaming which allows you to download over 50,000 education video clips for use in your classroom. The videos are organized by subject, grade, and standards. Learn how to download these videos and incorporate them into your instruction.
Date/Time: September 14, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-08 – An Entire Library in your Computer
Description: Infohio is a fantastic free resource available to all Ohio teachers and students. Learn how to use it to access over 6,000 full text magazines and newspapers, the entire Encyclopedia Britannica, thousands of biographies, collections of art, and more. Perfect for both student and teacher research!
Date/Time: September 20, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-13 – Finding Gems in the Ohio Treasure Chest
Description: The Ohio Treasure Chest is a great collection of thousands of web resources linked to the Ohio Academic Content Standards. Learn how to find the resources you need, how to use these sites with your students, and how to add your own.
Date/Time: September 21, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-02 – Put some Pow in POW-PAK Part 1 – Files and Links
Description: Get more out of your home page with this class focusing on your “Files Page” and “Links Page”. Learn how to add files of all types to your site, such as documents, spreadsheets, and presentations. Also find out how to convert your documents into PDF format for easier viewing using a free PDF converter. Finally, see how to add valuable links to your site, and how to tap into the Ohio Treasure Chest to locate and insert great sites.
Date/Time: September 26, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-06 – Reaching the Pinnacle – Reports and Sorting
Description: This class will cover how to generate over 100 reports with the Pinnacle Gradebook program, including reports on grades, attendance, missing assignments, student demographics, and more. Also learn how to sort your students to make the reports more useful.
Date/Time: October 10, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-15 – Google Earth for All Subjects
Description: Google Earth is a fantastic new FREE program that lets you and your students explore a detailed 3-D version of our entire planet! This program is not just for Social Studies, but also has excellent applications in Math, Science, and Language classes. Come learn how to use the program and see dozens of practical ideas on how to use it in your class.
Date/Time: October 18, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-09 – Microsoft Publisher
Description: Microsoft Publisher is part of the Office 2000 suite and allows you to do desktop publishing. Learn how you and your students can make newsletters, cards, posters, brochures, certificates, and more.
Date/Time: October 24, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-03 – Put some Pow in POW-PAK Part 2 – Graphics Gallore
Description: Take the next step with POW-PAK by learning all about graphics. This will include how to resize photos properly to add to the “Pictures Page”, how to find great free images on the web, and how to use the “Picture Back” to add images to other parts of your web site.
Date/Time: October 26, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-18 – Podcasts Part 1 – Finding and Receiving
Description: Podcasts are periodic audio programs covering a vast array of topics, which can be automatically downloaded from the Internet. In this class you will learn how to locate podcasts of interest and value to you, how to use the free program “Juice” to subscribe to and receive them, and different methods for listening to podcasts.
Date/Time: November 9, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-07 – Quest for Knowledge
Description: A WebQuest is an online inquiry-based activity in which much, if not all, of the student resource material comes from the Internet. They have become one of the most popular educational uses of the Internet, with thousands developed. Learn how to find webquests appropriate to your class, how to make the best use of them, and even how to make you own with POW-PAK.
Date/Time: November 14, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-10 – Microsoft Excel: Using Spreadsheets in your Class
Description: Excel is a powerful spreadsheet program that can be used in many ways in your classroom. Learn the basics of using this program and then see practical applications for how you can use it with your students.
Date/Time: November 15, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-16 – Great Programs for No Cost: Freeware and Open Source Software
Description: Software does not have to cost money to be good. Totally free programs exist for all subject areas and all grade levels. Learn how to find, download, install, and use free software.
Date/Time: November 29, 2006 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-12 – Making Movies with MovieMaker
Description: Learn how to use a digital video camera to record video, bring it into a computer, do basic editing with Windows MovieMaker, and then use the final product with such applications as PowerPoint.
Date/Time: November 30, 2006 – 4:00-6:00 PM
Hours: 2 hours

Title: T07-04 – Put some Pow in POW-PAK Part 3 – Custom Pages
Description: Learn all about one of the latest feature in POW-PAK – Custom Pages. With Custom Pages you can break out of the templates in POW-PAK to make any page you want. With this feature, only your imagination is the limit.
Date/Time: January 4, 2007 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-17 – Distance Learning (and free phone calls worldwide) with Skype
Description: Skype is a totally free program that allows you (and your students) to speak live with anyone else using Skype anywhere in the world. Learn how to install Skype and how to use it to connect to other classes, teachers, and experts across the town or around the world, bringing real-life interaction into your classroom. If nothing else, you can sure cut down on long-distance bills!
Date/Time: January 11, 2007 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-11 – Microsoft Access: Using Databases in your Class
Description: Access is a powerful database program that can be used in many ways in your classroom. Learn the basics of using this program and then see practical applications for how you can use it with your students.
Date/Time: January 17, 2007 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-20 – Smart Web Searching for You and Your Students
Description: The Internet is bigger than ever. How do you and your students wade through the web and evaluate the worth and integrity of the information you find. Learn other ways to search than just Google, and how to identify the value, bias, and author of a website. Whoever controls the information, controls the world ... Learn how to take the control back.
Date/Time: January 25, 2007 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-21 – Using Blogs in Your Classroom
Description: Blogs can get a bad name, but they are a very valuable teaching tool. Learn how to make your own school-safe blog and then use it with your own students to extend and enhance your instruction.
Date/Time: February 6, 2007 – 4:00-5:00 PM
Hours: 1 hour

Title: T07-19 – Podcasts Part 2 – Making Your Own and Distributing
Description: Podcasts aren't just easy to receive, they are easy to create as well. Learn how you can make your own podcasts from something as simple as your daily teaching. Then see how to make your podcasts available to your students. We will use free programs such as Podcast Producer and Audacity, and a basic MP3 player to make this a snap.
Date/Time: February 21, 2007 – 4:00-6:00 PM
Hours: 2 hours

Title: T07-22a through T07-22i – ElementK Online Classes
Description: ElementK is a service we have purchased where you can choose from hundreds of technology courses that you take online from any computer with Internet access. Classes include Word, Excel, PowerPoint, Access, Internet Explorer, Publisher, Photoshop, and more. When you sign up we give you access to the training site for one month in which you can take as many classes as you wish, with each class being worth one contact hour.
Date: Monthly from September through May
Time: Whenever you want
Location: Wherever you want
Hours: 1 hour per class

*Questions? Comments? Concerns? Contact:
Eric Curts – tech@northcanton.sparcc.org*