

Summer Institute Proposal Sample #2

I would like my presentation proposal to be considered for the following strand (Please check only one):

- Accountability/Assessment
- Educational Technology
- English as a Second Language (ESL)
- GED
- Reading/Writing
- Math
- Program Management and Coordination
- Transition to Postsecondary and/or Employment
- Other:

Intended audience (Check all that apply.):

- Basic Skills Instructors
- GED Instructors
- ESL Instructors
- Corrections Staff
- Family Literacy Staff
- Program Support Staff (Intake, Assessment, Data Management)
- Program Managers/Coordinators
- Community Education Directors
- ABE Partners (colleges, DEED, etc.)

Session format (Please check only one):

- Workshop: A carefully structured, hands-on, interactive professional development activity
- Demonstration: Shows a teaching technique or resource
- Panel presentation: Explores a specific issue from the points of view expressed by panelists
- Discussion session (**formerly Collective Intelligence Group**): An interactive session in which the presenter facilitates a discussion on a particular topic
- Lecture: Presenter shares information related to theory, practice, or research

Does this presentation address a required license renewal topic? yes no

If yes, which one?

- Reading Preparation
- Positive Behavioral Intervention Strategies
- Accommodation, Modification, and Adaptation of Curriculum, Materials, and Instruction
- Key Warning Signs for Early-Onset Mental Illness

Length of presentation: 1.5 hours 3 hours (only available Wed. and Fri.)

Title of Presentation: Curriculum Development 101

Presentation Description (for conference planning committee review)

Please briefly list:

Presentation objectives: Introduce participants to two different successful methods of curriculum development. Walk participants through the curriculum development process from start to finish. Provide participants with effective tools and strategies for the development of curriculum.

Tentative outline of proposed session:

Introduction to presentation and question about the pro's and con's of a curriculum based program.

Framework: We all know that the state is expecting all programs have some sort of structured curriculum within the next few years. In this workshop we plan on discussing how to make the move from a free-flowing classroom environment to a more structured curriculum environment without comprising your participants or your program.

Discussion of question below in small groups and then review as a large group

In small groups please discuss the following question and create a list of both pros and cons. We will put your ideas in a parking lot to discuss as a larger group after.

- What do you perceive to be the pros and cons in converting to a curriculum-based program?

Curriculum Development Checklist

Hand out the Checklist and quickly introduce how it will guide us through the rest of the presentation.

Program Evaluation Survey

1. Hand out the Survey and go over how it should be used
2. Divide into groups based on programs
3. Have small groups go through the Survey
4. Come together as a large group and discuss findings

Introduce Sample Curriculum

1. Introduce what curricula currently exist and where to find them
2. Discuss Neighb & Hubbs curricula and describe how programs would rate on Survey
3. Divide into small groups based on programs
4. Have small groups pick a curricula and evaluate it using the Curriculum Survey
5. Come together as a large group and discuss findings

Resource Selection & Teacher/Participant Feedback

- What resources are available and how can I find them?
- Why is Teacher & Participant feedback vital to the success of curricula?

Materials that participants will receive: Curriculum Development Checklist, Program Evaluation Survey, Sample Curriculum from both Neighborhood House & Hubbs Center.

Additional information for committee consideration (optional):

(Please attach a separate page if you are not completing this form electronically.)

Presentation Summary (75 words maximum for program book): In this workshop we will discuss how to make the move from a free-flowing, non-curriculum based, classroom environment to a more structured, curriculum based, environment without comprising your participants or your program. Come join us and receive the knowledge and tools you will need to evaluate your program's individual needs and create a curriculum that responds directly to those needs.