



Winter/Spring 2012 Clifton Technology Department

The registration process for technology courses at the tech center, we will only be posted on the district website:

<http://www.clifton.k12.nj.us/>

(Click on **Staff Resources** on the main page. Then click on **Technology Enrichment Calendar**.) The registration process remains unchanged. You will still need an email confirmation from the technology office in order to participate in the course. Please email Katie Zinsmeister at kzinsmeister@cliftonschoools.net with the following information:

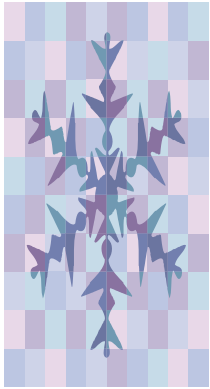
Your Name	Michael Smith
School Assignment	CCMS— 6th Grade LA
Name of Course	Basic SMART Board
Date and Time of Course	October 1, 2011

EXAMPLE

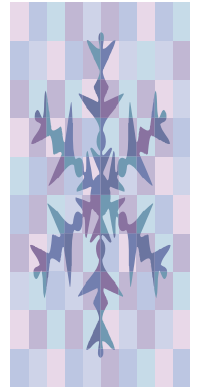
REMEMBER, you must have an email confirmation from our office in order to attend any of our classes.

In addition, please email or call Katie Zinsmeister if you are canceling your attendance in one of our courses. This will enable us to fill your seat in a timely fashion. Please note that you will be notified via your Clifton email address if a class is cancelled. All registrations must be completed prior to the class starting.

Thank you for your continued support of the Clifton Technology Programs!



Winter/Spring Technology Enrichment Opportunities



Clifton would like to offer all of its' staff the opportunity to attend Technology Enrichment Training Sessions for Professional Development Hours.

In order to make sure our workshops are productive experiences, please be sure to bring any related curriculum items that are requested and either a flash drive or a CD to any materials that you create. Please note that we will be updating this regularly, but space is limited and that "the early bird catches the worm!" We look forward to seeing you throughout the winter.

Date	Course Title	Course Description	Location	Trainer
<p>Tuesdays January 10th, 17th, 24th and 31st, February 7th and 28th 4-5 PM (1 Hour per Week!)</p> <p>**PLEASE NOTE THAT THERE WILL BE NO CLASS ON February 14th and 21st, 2012!</p>	<p>SMART Board Fundamentals</p>	<p>SMART Boards are an incredible teaching tool that can dynamically change how you design your curriculum, deliver instruction and interact with your students. The key to incorporating this tool is to know how to use it. During this six week course, participants will learn the nuts and bolts of SMART Board use, as well as the SMART Notebook software to create an implement interactive lessons for your students.</p> <p>**REMEMBER Master SMARTBoard users aren't created in a day, so please note that this 6 hour class is only one hour per week! To benefit, it would be best to attend all six sessions.**</p>	<p>Technology Center</p>	<p>Danielle Liebi</p>
<p>January 12th and 19th, 2012 4-6 PM</p>	<p>MOODLE for Elementary Staff</p>	<p>Are you an Elementary Teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a digital learning environment? MOODLE is a tool that can assist you. Come learn the MOODLE's basics and work with our trainer to develop your own MOODLE. <u>Please be sure to bring any digital resources that you use with your students and a flash drive or a portable hard drive</u></p> <p>**Please note that this is a two part class, participants are encouraged to attend both dates.**</p>	<p>Technology Center</p>	<p>Kristan Genchi-Kehoe</p>

Date	Course Title	Course Description	Location	Trainer
January 18, 2012 4-5 PM (1 Hour Only!)	OWA	Are you looking for a refresher or just the basics on how to navigate our district's email system, Outlook Web Access? Come join us for an informative one hour session on learning to view, edit and manage your OWA inbox in the just packed hour, participants will cover sending, opening, printing and the very important deletion of messages! And finally the creation of contact lists, search and create and send groups.	Technology Center	Mary Howard
January 25 and February 1, 2012 4-6 PM	MOODLE for Middle and High School Staff	Are you a Middle or High School teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a digital learning environment? MOODLE is a tool that can assist you in creating an LMS. We'll cover the basics and how to create a course, add content, and set up your own MOODLE. <u>Please be sure to bring any digital resources that you use with your students and a flash drive or a portable hard drive</u> <i>**Please note that this is a two part class, participants are encouraged to attend both dates.**</i>	Technology Center	Mary Howard
January 26, 2012 4-6 PM	Getting Your Feet Wet with SMART Boards for Middle and High School Staff	Getting started using a SMART board often feels very overwhelming and intimidating to teachers who have never used this technology before. This class is designed as a pre-basic class for teachers in grade levels 6-12 to develop a comfort level using the SMART Board. This class will focus on a variety of resources that can be used by even the most beginner technology users. <i>**Please note that this course is for SMART Board Beginners, it does not require any knowledge of SMART Boards and does not allow for any creation time.**</i>	Technology Center	Laura Zagorski

Cancelled

Cancelled

Date	Course Title	Course Description	Location	Trainer
<p>February 2, 2012 4-6 PM</p>	<p>SMART Board Follow-Up</p>	<p>Have you completed a SMART Board course and are using your SMART Board with your students? Do you still have questions? This course has been created just for you! Participants will be given the opportunity to receive clarification, understanding and resources to help benefit classroom instruction while using a SMART Board in a supportive environment. Remember, there are no silly questions! Come see what each expert has in their own bag of tricks.</p> <p><i>**Please note that this course is for SMART Board users, Participants must have had previous Basic SMART Board training and come with questions.**</i></p>	<p>Technology Center</p>	<p>Laura Zagorski</p>
<p>February 15, 2012 4-6 PM</p>	<p>Excel</p>	<p>Excel is a great tool for teachers. During this information session participants will begin to explore the basic functions of Microsoft Excel, including navigating through spreadsheets and formatting cells. Building upon that participants will work on including graphs and formulas and then working to create a grade book that will automatically calculate averages and keep track of classroom attendance. Don't forget to bring a copy of your current class list, so that you can use the time to begin building tools useful to you in your classroom.</p>	<p>Technology Center</p>	<p>Mary Howard</p>
<p>February 16, 2012 4-6 PM</p>	<p>SMART's Lesson Activity Toolkit</p>	<p>Looking for ideas to make your SMART Board lessons pop? Look no further than the SMART Lesson Activity Tool Kit! Use the preloaded software included in SMART Notebook and create professional-looking, interactive and engaging lessons. The SMART Lesson Activity Tool Kit is a gallery collection of customizable tools and templates, including activities, games and graphics. Bring your own created SMART Board lessons and we will work together to make them come to life!</p> <p><i>**Participants should have completed basic training and have a working knowledge of SMART Notebook.**</i></p>	<p>Technology Center</p>	<p>Danielle Liebi</p>

Date	Course Title	Course Description	Location	Trainer
<p>Wednesdays: February 29th, March 7th, 14th, 21st, 28th and April 4th, 2012 4-5 PM (1 Hour per Week!)</p>	<p>SMART Board Fundamentals</p>	<p>SMART Boards are an incredible teaching tool that can dynamically change how you design your curriculum, deliver instruction and interact with your students. The key to incorporating this tool is to know how to use it. During this six week afternoon course, you will learn the nuts and bolts of SMART Board use, as well as the SMART Notebook software to create an implement interactive lessons for your students.</p> <p><i>**REMEMBER Master SMARTBoard users aren't created in a day, so please note that this 6 hour class is only one hour per week! To benefit, it would be best to attend all six sessions.**</i></p>	<p>Technology Center</p>	<p>Tracy Leigh</p>
<p>March 6th and 13th, 2012 4-6 PM</p>	<p>MOODLE for Middle and High School Staff</p>	<p>Are you a Middle or High School teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a higher level of learning? Moodle is a tool that can assist you. Come learn the MOODLE's features and how to use our tool to help you in MOODLE. <u>Please be sure to bring any digital resources that you use in your classroom. You will need a portable hard drive</u></p> <p>This class has been cancelled, please check for next scheduled date.</p> <p><i>**Please note that this is a two part class, participants are encouraged to attend both dates.**</i></p>	<p>Technology Center</p>	<p>Laura Zagorski</p>
<p>March 1st, 2012 4-6 PM</p>	<p>SMART Board Interactive</p>	<p>You've completed your basic SMART Board training, but how do you put your new skills in SMART Notebook to use in creating interactive learning experiences and games? Come and find out! Participants will learn to create a variety of interactive lesson pieces and games from the simplest to the most complex.</p> <p><i>** Prerequisite: All participants must have completed Basic SMART Board Training**</i></p>	<p>Technology Center</p>	<p>Danielle Liebi</p>

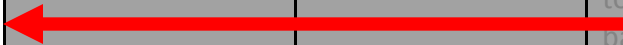


Date	Course Title	Course Description	Location	Trainer
March 8th, 2012 4-6 PM	SMART Board Follow-Up	<p>Have you completed a SMART Board course and are using your SMART Board with your students? Do you still have questions? This course has been created just for you! Participants will be given the opportunity to receive clarification, understanding and resources to help benefit classroom instruction while using a SMART Board in a supportive environment. Remember, there are no silly questions! Come see what each expert has in their own bag of tricks.</p> <p><i>**Please note that this course is for SMART Board users. Participants must have had previous Basic SMART Board training and come with questions.**</i></p>	Technology Center	Beth Smith
March 15th and 22nd, 2012 4-6 PM	MOODLE for Elementary Staff	<p>Are you an Elementary Teacher, looking for a way to increase student-teacher communication, improve student work and assessment, and create a digital learning environment? MOODLE is a tool that can help you do this. Come learn how to work with our trainer to develop your own MOODLE course. <u>Resources that you use with your students and a flash drive or a portable hard drive</u></p> <p>This class has been cancelled, please check for next scheduled date.</p> <p><i>**Please note that this is a two part class, participants are encouraged to attend both dates.**</i></p>	Technology Center	Beth Smith



Date	Course Title	Course Description	Location	Trainer
March 20th, 27th and April 3rd, 2012 4-6 PM	SMART Board Skills to Lessons	<p>Often times, as teachers finish their basic SMART Board training, the question asked is "Now what?" Once you have developed skills with Notebook software and your SMART Board, it can be a daunting task to put those skills into practice creating meaningful and interactive lessons. In this class, you will be given supported time to create SMART Board lessons for your curriculum of choice. As you work, the instructor will assist by giving advice and answering questions to help you create the best lesson you can make.</p> <p>*** All participants should bring curriculum materials they wish to create lessons for***</p> <p>*** Prerequisite: All participants must have completed Basic SMART Board Training.***</p>	Technology Center	Beth Smith
March 29th, 2012 4-6 PM	Think Central for the K-5 Classroom	<p>Calling all K-5 teachers...are you looking for a way to spark up your language arts lessons? Are you searching for a way to engage your students while incorporating technology into the reading curriculum? Then Think Central, the online component to the district's new reading series Journeys, is what you have been waiting for. Come explore with us and see all this exciting, student and teacher friendly site has to offer!</p>	Technology Center	Kristan Genchi-Kehoe
April 18th and 25th, 2012 4-6 PM	MOODLE for Middle and High School Staff	<p>Are you a Middle or High School teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a digital learning environment? MOODLE is a tool that can assist you. Come learn the MOODLE's basics and work through the time to get on your own MOODLE. <u>Please be sure to bring any digital resources that you use with your students and a flash drive or a portable hard drive</u></p> <p>**Please note that this is a two part class, participants are encouraged to attend both dates.**</p>	Technology Center	Lori Lalama

Cancelled



Date	Course Title	Course Description	Location	Trainer
<p>Thursdays April 19th, 26th, May 3rd, 10th, 17th and 24th 4-5 PM (1 Hour per Week!)</p>	<p>SMART Board Fundamentals</p>	<p>SMART Boards are an incredible teaching tool that can dynamically change how you design your curriculum, deliver instruction and interact with your students. The key to incorporating this tool is to know how to use it. During this six week afternoon course, you will learn the nuts and bolts of SMART Board use, as well as the SMART Notebook software to create an implement interactive lessons for your students.</p> <p><i>**REMEMBER: Master SMARTBoard users aren't created in a day, so please note that this 6 hour class is only one hour per week. To benefit, it would be best to attend all six sessions.**</i></p>	<p>Technology Center</p>	<p>Danielle Liebi</p>
<p>April 24, 2012 4-6 PM</p>	<p>Let's Fly ~ Web 2.0: Collaboration in the Cloud</p>	<p>Web 2.0 is the term given to describe a second generation of the World Wide Web that is focused on the ability for people to collaborate and share information in the cloud. In this class you will learn about different applications that you can include in your teacher toolbox. This class will give you great collaboration sites for projects for students. You will learn how to implement these tools and applications into your class and make the students motivated to learn. They will come up with such terrific projects that you will be amazed!</p>	<p>Technology Center</p>	<p>Lori Lalama</p>
<p>May 1st and 8th, 2012 4-6 PM</p>	<p>MOODLE for Elementary Staff</p>	<p>Are you an Elementary Teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a digital learning environment? MOODLE is a tool that can assist you. Come learn the MOODLE's basics and work with our trainer to develop your own MOODLE. <u>Please be sure to bring any digital resources that you use with your students and a flash drive or a portable hard drive</u></p> <p><i>**Please note that this is a two part class, participants are encouraged to attend both dates.**</i></p>	<p>Technology Center</p>	<p>Kristan Genchi-Kehoe</p>

Date	Course Title	Course Description	Location	Trainer
<p>May 2nd, 2012 4-6 PM</p>	<p>SMART Board Follow-Up</p>	<p>Have you completed a SMART Board course and are using your SMART Board with your students? Do you still have questions? This course has been created just for you! Participants will be given the opportunity to receive clarification, understanding and resources to help benefit classroom instruction while using a SMART Board in a supportive environment. Remember, there are no silly questions! Come see what each expert has in their own bag of tricks.</p> <p><i>**Please note that this course is for SMART Board users, Participants must have had previous Basic SMART Board training and come with questions.</i></p>	<p>Technology Center</p>	<p>Tracy Leigh</p>
<p>May 9, 2012 4-6 PM</p>	<p>Podcasting: Content to Go!</p>	<p>Podcasting offers an ideal tool for the creative expression of knowledge preferred by today's students, and provides an exciting way for students and educators to explore and discover educational content. When students create a podcast for class, they not only learn the content in a creative way, they learn 21st-century communications skills at the same time. Podcasting allows educators to take their students beyond traditional assignments by allowing them to include voice recordings, photos, movies, and sound effects to share their knowledge. This is going to be a fun class!</p>	<p>Technology Center</p>	<p>Lori Lalama</p>
<p>May 15, 2012 4-6 PM</p>	<p>Getting Your Feet Wet with SMART Boards in the 3-5 Classroom</p>	<p>Getting started using a SMART Board often feels overwhelming and intimidating to teachers who have never used this technology before. This class is designed as a pre-basic class to develop a comfort level with using the SMART Board with your 3rd through 5th grade students. We will focus on the vast supply of lessons that Clifton teachers have created as well as internet resources that can be used by even the most beginner technology users. So come and get your feet wet!</p>	<p>Technology Center</p>	<p>Kristan Genchi-Kehoe</p>

Date	Course Title	Course Description	Location	Trainer
<p>May 16th and 23rd, 2012 4-6 PM</p>	<p>MOODLE for Middle and High School Staff</p>	<p>Are you a Middle or High School teacher, looking for a way to increase student-teacher communication, improve student work and assist students moving toward a digital learning environment? MOODLE is a tool that can assist you. Come learn the MOODLE's basics and work with our trainer to develop your own MOODLE. <u>Please be sure to bring any digital resources that you use with your students and a flash drive or a portable hard drive</u></p> <p><i>**Please note that this is a two part class, participants are encouraged to attend both dates.**</i></p>	<p>Technology Center</p>	<p>Mary Howard</p>
<p>May 22nd, 2012 4-6 PM</p>	<p>MOODLE Prep for September</p>	<p>Every September, aren't you always looking to try something new in your classroom, and so often there is never enough time? Here's your chance to think ahead to start the new school year with a wonderful and exciting tool that will increase student-teacher communication, improve student work and assist students moving toward a digital learning environment. Start the next school year with MOODLE. Come learn MOODLE and begin to work with our trainers to develop your own MOODLE site. So many teachers have fallen in love with MOODLE, come find out why.</p>	<p>Technology Center</p>	<p>Laura Zagorski</p>
<p>May 30th, 2012 4-6 PM</p>	<p>MOODLE Prep for September</p>	<p>Every September, aren't you always looking to try something new in your classroom, and so often there is never enough time? Here's your chance to think ahead to start the new school year with a wonderful and exciting tool that will increase student-teacher communication, improve student work and assist students moving toward a digital learning environment. Start the next school year with MOODLE. Come learn MOODLE and begin to work with our trainers to develop your own MOODLE site. So many teachers have fallen in love with MOODLE, come find out why.</p>	<p>Technology Center</p>	<p>Lori Lalama</p>