

TECHNOLOGY IN-SERVICE SCHEDULE

School Year 2011-2012

Macon County School System

Registration for ALL TECHNOLOGY Summer sessions will begin on
Tuesday, May 31st

Some of the Technology In-services seem to fill very fast. In order to be fair and give everyone an equal chance to sign up, we will register only ONE person per call. If you are a supervisor, principal or teacher and you have a question about this, please contact Patricia Ferguson, Technology Director, 666-2125.

- To register, beginning Tuesday, May 31, 2011, please call **Cindy Freeman, Pam Keene, or Patricia Ferguson** at 666-2125. Please leave a phone number where you can be reached in case we need to get in touch with you.
- This year we will **NOT** take a waiting list. You will be notified if a session does not make due to numbers.
- All sessions below will be held at the Macon County School System's *Technology Learning Center* located at the Board of Education unless otherwise stated.
- Please do not bring children to these in-service sessions.
- If for some reason **you cannot attend** a session that you have registered for, please call Cindy Freeman, Pam Keene, or Patricia Ferguson and let us know. (*Thanks!*)

To be in compliance with the “high quality professional development” that we began last school year, you must have at least 9 hours (1 ½ days) of related activities. The codes are listed below and are keyed on each in-service title that is offered. The 9 hours that you choose can be combined across all in-services offered through Technology, Regular Education, Special Education, or CTE.

A – Administration C – Curriculum Tst ~ Testing
T – Technology I – Instruction

Please remember, this year, we will NOT take a waiting list.

June 3	iPods in the Classroom	
½ -Day		For: Teachers Grades Pk-12
(Tech, C, I)		Limit: 14 Teachers
		Time: 8:30-11:30 <u>OR</u> 12:30-3:30
		Registration: Pre-register by Thursday, June 2nd
		– Call Pam Keene, Cindy Freeman, or Patricia Ferguson 666-2125
		Place: Macon County's Technology Learning Center

Presenter: David Flynn

Participants will learn basic navigation techniques of the iPod touch and explore the content available for educators on iTunes. A variety of apps and podcasts will be featured as well as websites that offer tips on using an iPod in the classroom. An iPod is not required to attend this session. Teachers will also take a tour of the Tennessee Electronic Learning Center and the many resources available to teachers.

June 6th
1-Day
(Tech)

Microsoft Office 2007 Suite – POWERPOINT

For: Teachers Grades K-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will focus on the Microsoft Office's *PowerPoint* which is available on all computers in the Macon County School System's classrooms. Teachers attending this session will learn to create presentation and learn tips to make the presentations more "eye-catching" for the students. Teachers will also learn methods to incorporate *PowerPoint* into the classroom as a teaching tool. Time will be given to develop and share a PowerPoint presentation with assistance.

June 7th
1-Day
(Tech)

Microsoft Office 2007 Suite – POWERPOINT

For: Teachers Grades K-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will focus on the Microsoft Office's *PowerPoint* which is available on all computers in the Macon County School System's classrooms. Teachers attending this session will learn to create presentation and learn tips to make the presentations more "eye-catching" for the students. Teachers will also learn methods to incorporate *PowerPoint* into the classroom as a teaching tool. Time will be given to develop and share a PowerPoint presentation with assistance.

June 8
1-Day
(Tech, C, I)

Navigate Learn360, netTrekker, IXL Math and BrainPOP

For: Teachers Grades PreK-12
Limit: 14 Teachers

Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

Macon County's Technology Department has purchased **Learn360, netTrekker, IXL Math** and **BrainPOP**. Participants will be introduced to **Learn360** and given a unique login which "allows teachers and students to stream and download thousands of videos, video clips, audio files (MP3), images, vocabulary resources, speeches, newsreels, and other digital media for the K-12 classroom. Access is available from school or home and all content is searchable by keyword, subject area, state standard, media type and more. **Learn360** currently has over 8300 full length videos including videos from A&E History Channel, PBS, National Geographic, Weston Woods, Phoenix Media, Sunburst, WGBH-PBS, TV Ontario, and many others. You will find popular series like, Almanac, Ancient Mysteries, Biography, Modern Marvels, Ken Burns' The West, Ken Burns' Civil War Arthur, Between the Lions, NOVA, Peep, Just the Facts, Holiday Facts and Fun, Franklin the Turtle, Berenstain Bears, Standard Deviants, and Reading Rainbow." Participants will also learn to navigate **netTrekker** which is the #1 educational search engine and integrates with **BrainPOP**. See how this great teaching tool can work together with **Learn360** to make lessons come to life! **Learn360, netTrekker, IXL Math** and **BrainPOP** are web-based teaching tools that correlate to the Tennessee State Standards.

June 10
1-Day
(Tech, I)

DVD Presentations

For: Teachers Grades PreK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: Patricia Ferguson

Participants will learn to use the Nero Vision Authoring Software to create a DVD slide show presentation with pictures, transitions and music. If you have pictures of your own that you would like to use in a presentation, please bring them with you. This session is not a 'how-to' on taking photos and downloading photos from your digital camera. Participants should already have the pictures on a CD, thumb drive, floppy disk, etc. After the DVD presentation is completed, participants will burn to a DVD and share the presentation to the group!

June 13
1 Day
(Tech, C, I)

Teaching Science Using Document Camera and the Internet

For: Teachers Grades PreK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will focus on teaching science using Internet resources such as websites, apps and podcasts. Document cameras will also be demonstrated as a teaching tool and ways to incorporate it into the science classroom curriculum.

June 14
½ -Day
(Tech, C, I)

SMART Response System – “Clickers—The Basics”

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 8:30-11:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will feature an introduction to SMART remote response system or “clickers.” Using the clickers, teachers can get instant feedback on pre-made or custom made assessments!

June 14
½ -Day
(Tech, C, I)

SMART Response System – “Clickers—The Basics”

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 12:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will feature an introduction to SMART remote response system or “clickers.” Using the clickers, teachers can get instant feedback on pre-made or custom made assessments!

June 20
½ -Day
(Tech, C, I)

iPods in the Classroom

For: Teachers Grades Pk-12
Limit: 14 Teachers
Time: 8:30-11:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**

Place: Macon County's Technology Learning Center
Presenter: David Flynn

Participants will learn basic navigation techniques of the iPod touch and explore the content available for educators on iTunes. A variety of apps and podcasts will be featured as well as websites that offer tips on using an iPod in the classroom. An iPod is not required to attend this session. Teachers will also take a tour of the Tennessee Electronic Learning Center and the many resources available to teachers.

June 20
½ -Day
(Tech, C, I)

iPADS in the Classroom

For: Teachers Grades Pk-12
Limit: 14 Teachers
Time: 12:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

Participants will learn basic navigation techniques of the iPad and explore the content available for educators. A variety of apps will be featured as well as websites that offer tips on using an iPad in the classroom. An iPad is not required to attend this session, but, if you have one, please bring it to the session.

June 24
½ -Day
(Tech, C, I)

SMART Response System – “Clickers—The Basics”

For: FAIRLANE TEACHERS
Limit: 14 Teachers
Time: 8:30-11:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will feature an introduction to SMART remote response system or “clickers.” Using the clickers, teachers can get instant feedback on pre-made or custom made assessments!

June 24
½ -Day
(Tech, C, I)

SMART Boards—The Basics

For: FAIRLANE TEACHERS
Limit: 14 Teachers
Time: 12:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

SMARTBoards are amazing teaching tools! Participants will learn introductory skills such as alignment and tool settings, as well as explore lesson planning using SMART tools and Notebook 10. The session will also feature web-based tools to use with a SMARTBoard and tips on incorporating them into your classroom. The session is designed for beginners.

June 28
1-Day
(Tech, C, I)

SMART Tables and *PhotoShop Elements*

For: Teachers Grades KINDERGARTEN
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: Patricia Ferguson, Technology Director and Josh Perona, Tri-Star Digital

This session is for Kindergarten teachers only. The purpose of this session is to help teachers with Smart Tables create content for the Smart Board using PhotoShop Elements. Each teacher who attends the session will receive a copy of PhotoShop Elements for their classroom computer. During the session, time will be given for teachers to create and share the Smart Table contents that they have created.

June 30
½ -Day
(Tech, C, I)

iPods in the Classroom

For: Teachers Grades Pk-12
Limit: 14 Teachers
Time: 8:30-11:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

Participants will learn basic navigation techniques of the iPod touch and explore the content available for educators on iTunes. A variety of apps and podcasts will be featured as well as websites that offer tips on using an iPod in the classroom. An iPod is not required to attend this session. Teachers will also take a tour of the Tennessee Electronic Learning Center and the many resources available to teachers.

June 30
½ -Day
(Tech, C, I)

iPADS in the Classroom

For: Teachers Grades Pk-12
Limit: 14 Teachers
Time: 12:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**

Place: Macon County's Technology Learning Center
Presenter: David Flynn

Participants will learn basic navigation techniques of the iPad and explore the content available for educators. A variety of apps will be featured as well as websites that offer tips on using an iPad in the classroom. An iPad is not required to attend this session, but, if you have one, please bring it to the session.

July 11
1 -Day
(Tech, C, I)

SMART Boards—Advanced

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will address SMART Boards – Beyond the Basics. The session is designed for teachers who feel comfortable using SMART Boards Notebook 10. Time will be given for teachers to explore, create, and share.

July 12
1 -Day
(Tech, C, I)

SMART Boards—Advanced

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will address SMART Boards – Beyond the Basics. The session is designed for teachers who feel comfortable using SMART Boards Notebook 10. Time will be given for teachers to explore, create, and share.

July 13
1 -Day
(Tech, C, I)

SMART Response System – “Clickers—ADVANCED”

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County's Technology Learning Center
Presenter: David Flynn

This session will focus on skills beyond the introduction of the SMART Response System outlined in *Clickers Basic*. Teachers will take a deeper look

at the Teacher Tools portion of the software and begin to make their own assessments to use in their classroom. Time will be given for teachers to create SMART Response System assessments during the day.

July 14
1 -Day
(Tech, C, I)

SMART Response System – “Clickers—ADVANCED”

For: Teachers Grades PK-12
Limit: 14 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County’s Technology Learning Center
Presenter: David Flynn

This session will focus on skills beyond the introduction of the SMART Response System outlined in *Clickers Basic*. Teachers will take a deeper look at the Teacher Tools portion of the software and begin to make their own assessments to use in their classroom. Time will be given for teachers to create SMART Response System assessments during the day.

July 15
1 Day

Troubleshooting for School Technology Contacts

For: **School Technology Contacts ONLY**
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Technology Learning Center
Presenters: Jason Phelps, Artis Networks
Patricia Ferguson, Technology Director
Time: 8:30-3:30

This session has been requested by many school technology contacts to instruct the technology contacts on minor troubleshooting problems that occur during the school year with computers, software, file servers, etc. ALL School Technology Contacts are requested to attend. There will be a focus on SMART Board, SMART Tables, and SMART Response – “Clickers”.

July 18th – 29th
(No Credit)

Make and Take Technology

For: Teachers Grades Pre-K-12
Limit: 8 Teachers
Time: 8:30-3:30
Registration: Pre-register by **calling: Pam Keene, Cindy Freeman, or Patricia Ferguson – 666-2125**
Place: Macon County’s Technology Learning Center

Because we are striving for high quality professional development, **there will be no in-service credit given for Make and Take Technology.** This in-

service is NOT for teachers to make personal items. We are asking that teachers make materials for the classroom only. Through the Technology Center, we furnish printer ink/toner/card stock paper/colored papers/and some labels. If you need other specialty paper and supplies, you will need to bring them yourself. There will be a limit of 8 teachers per day. Please register.

August 18th
½ Day
3:30-6:30
(Tech)

E-Mail

Time: 3:30-6:30
Limit: 14 teachers.
Registration: **Monday, August 15, 2011** – If you already have an active @k12tn.net account, please tell us this when registering.
– Call Pam Keene, Cindy Freeman, or Patricia Ferguson 666-2125
Place: Macon County’s Technology Learning Center
For: Teachers Grades K-12 who need an ENA @k12tn.net email account OR teachers who need a “refresher” on how to use the @k12tn.net ENA Web email.
Presenter: Patricia Ferguson

Teachers will receive a @k12tn.net e-mail account, sign an Acceptable Use Policy and practice using e-mail. Participants will learn how to change passwords, how to compose and send an e-mail message, how to read e-mail, and how to access their email account using ENA’s web email. This session is required, by Board Policy, for all teachers who use email through the School System’s network. **According to Board Policy 4.406 (which can be found at:**

http://www.maconcountyschools.com/use_of_the_internet.htm), “Users with network access shall not utilize district resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system.”

August
23 & 24
1 Day Total
3:30-6:30
(Tech, C, I)

Internet I & Internet II

Time: 3:30-6:30 **BOTH** Days
Limit: 14 Teachers.
Registration: **Monday, August 15, 2011.** Participants must attend **both** sessions to complete the requirements.
– Call Pam Keene, Cindy Freeman, or Patricia Ferguson 666-2125
For: Teachers Grades PreK-12
Place: Macon County’s Technology Learning Center
Presenter: David Flynn
Pre-requisite: Some basic computer knowledge is required.

This session addresses the use of the Internet in the classroom. According to Board Policy **4.406** (which can be found at: http://www.maconcountyschools.com/use_of_the_internet.htm), **“Before any employee is allowed use of the district's Internet or intranet access, the employee shall sign a written agreement, developed by the director/designee that sets out the terms and conditions of such use. Any employee who accesses the district's computer system for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.”** The “written agreement” is the Acceptable Use Policy which states that teachers who use the Internet in the classroom must attend two ½ day local training sessions. Teachers will be asked to sign an Internet Acceptable Use Policy which will be kept on file at the Office of the Director of Schools. Some basic computer knowledge is required.

****Note**** -- Teachers...if you are using the Internet at school or if you are using the school network for any purpose, you **MUST** have this training and you **MUST** have a signed Acceptable Use Policy on file at the Office of the Director of Schools.

Watch the <http://maconcountyschools.com> website for more technology in-service opportunities during the 2008-2009 school year.

Other sessions not on this schedule may be held for in-service credit during the summer and the regular school year for groups of at least 8 or more. If you have a “special” session that you would like offered, call *Patricia Ferguson* at 666-2125.