

Central Illinois Adult Education Service Center

**The Central Illinois Adult Education Service Center
is part of the Illinois Service Center Network**



Professional Development Opportunities FY11

*The Central Illinois Adult Education Service Center is a special project conducted under the provisions of the Workforce Investment Act, Title II Adult Education and Family Literacy, and is administered through the Illinois Community College Board.
Federal funds provide 100%.*

Algebra in the Classroom

This workshop explores a variety of ways to teach the higher level math skills that GED students need. Teachers will receive worksheets and other helpful hands-on materials to assist in teaching math to their students. This session will review these topics: order of operations, polynomials, negative exponents, and common denominators, common mistakes test takers make, and more! (3 hours)

Basic Excel

This workshop will introduce participants to the power of spreadsheets using Microsoft Excel. Topics will include spreadsheet basics and design, using the toolbar, creating, editing, saving, formatting, and printing worksheets. Also covered will be using labels, values and formulas. (3 hours)

BEST Plus

The BEST Plus is a computer-adapted oral proficiency assessment on CD administered as a face-to-face oral interview. The test items reflect everyday American life at home, at work, and in the community. Training will include an overview of the BEST Plus; video examples of the test as it is administered to adult English learners; scoring exercises, with explanations of why learner language is scored at a given level on the scoring rubric; and administration practice on computers with partners. (5 ½ hours)

Career Awareness – Agriculture, Food, and Natural Resources

Illinois' food and fiber industry employs 1 million of the nearly 13 million people living in Illinois. Whether you live in a small town or an urban area, your students may already be employed in the field of agriculture, or they may choose to seek a job in agriculture, food, or natural resources. This workshop will include information about the jobs available and provide activities to familiarize students with Illinois agriculture. (3 hours)



NEW

Career Clusters 101

What are Career Clusters? How are Career Clusters structured? Where do Career Clusters fit into my adult education classroom? This workshop will include the answers to these questions and many more. An update on the state of the workforce in Illinois will also be included. (3 hours)



NEW

Doing Everyday Math

This workshop will provide a wide variety of engaging ideas for making connections between mathematics and the daily lives of students. The activities focus on many day-to-day situations in which some form of mathematics is used, often without the user's awareness. (3 hours)

Evidence-Based Reading Instruction in a Day

Join us in learning how to assess and instruct students HOW to read. You will learn why and how to assess students in the four components of reading: alphabetics, fluency, vocabulary and comprehension. Then you will learn how to use direct and explicit instruction to teach ABE students the necessary skills in each component. (7 ½ hours)

Please contact Dawn to schedule one of these workshops at your program.

1- 800-572-9033 DJ-Hughes2@wiu.edu

Evidence-Based Reading Instruction: Focus on Comprehension

When you know fluency, alphabetic, and vocabulary are not the problem, maybe a student needs instruction in comprehension. Sometimes students need to learn “how” to connect sentences to make meaning. Sometimes they need to learn “how” to relate ideas. Sometimes they need to learn “how” to recognize when they miss an idea or don’t understand and then they don’t know what to do about it. Comprehension instruction is learning “how” to create meaning. There is more to it than meets the eye! (3 hours)

Evidence-Based Reading Instruction: Focus on Fluency & Alphabetic

Do your students stumble over words, read words inaccurately, or read in stops and starts? If so, this is the workshop for you! These are basic reading problems that need to be addressed before higher-level reading can occur. Learn where to begin working with your students and what to do. This is teacher and student friendly! (3 hours)

Evidence-Based Reading Instruction: Focus on Vocabulary

Vocabulary: all words, some words, what words to teach? When? Where? Why? How? Developing a rich vocabulary is an important part of reading. No more copying words ten times and using them in complete sentences. Vocabulary building is an active sport. All levels and all subjects apply! (3 hours)

Go Green! What’s It All About?

“Going green,” “greening the economy,” “green jobs” - even Emeril Lagasse has gone green in the kitchen! What’s it all about? Find out what “green” means and get science-rich activities to use in the classroom to familiarize your students with this new way of thinking about our environment and our future. (3 hours)

In Search of Black History

This workshop features an integrated lesson with black history as its unifying concept. In this workshop you will learn about black history of special interest to Illinois residents, and learn about some of the more obscure people and events that have enriched black history in our nation. You will leave the event with information, resources, and lessons to take back to your classroom. (2 hours)

Making the Teacher’s Job Easier with Technology – the Basics

Whether you are new to the computer or a seasoned computer user, you will find this workshop helpful. You will receive resources to use in the classroom to teach students about computer hardware and software. Step-by-step instructions will be provided for teaching students how to use Microsoft Word for writing assignments and the Internet to conduct a job inquiry. (3 hours)

Preparing Students for the Workplace

The 21st century workplace requires many skills. In addition to learning the three R’s, students also need to learn the four C’s: critical thinking/problem solving, communication, collaboration, and creativity/innovation. This workshop will discuss ways to teach the four C’s to students and provide resources for the classroom. (3 hours)

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NEW FORMAT

New Teacher Orientation

Beginning class on the first day of the semester can be a challenging experience for teachers new to the world of adult education. The New Teacher Orientation's new format consists of a combined online course and half-day workshop to provide a helping hand to teachers new to ABE/GED. Six Professional Development hours are available to participants completing both the on-line and in-person components.

Online course content (*independent, self-paced*)

- Characteristics of Adult Learners
- Barriers to Student Success
- Retention Issues
- Structure of Adult Education Classes
- GED® Testing Specifications
- Barriers to Student Success
- Foundations for Instructors
- Standardized Assessments
- National Reporting System
- Recommended Online Resources

In-person Workshop content

- Learning Preferences
- Philosophies of Teaching
- Lesson Planning
- Addressing the Needs of a Diverse Classroom
- Materials Selection
- Professional Development Opportunities

Upon registration, participants will receive emailed instructions for completing the online course. The online component must be completed at least 1 week before the in-person workshop. There is no registration fee for the NTO, however registration is **REQUIRED**. To register, call CIAESC at 800-572-9033 or 309-298-2285. To schedule a New Teacher Orientation at your program, please call CIAESC. The New Teacher Orientation is presented by Rebecca Metternich, CIAESC Resource Specialist.

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NEW

PowerPoint and Digital Photo Frames

Do you ever wonder how you can meet the challenges of teaching an audience of vastly diverse abilities? In this workshop you will first learn how to create a simple PowerPoint presentation. Then, using a digital photo frame and your PowerPoint presentation, you will discover a tool to help manage the diverse classroom. (3 hours)

TABE 9/10

During this workshop, participants will learn about the TABE forms 9 and 10. Learners will practice administering and scoring the Locator and Survey forms. Appropriate placement based upon the results, post-testing, and diagnostics will be discussed. In addition, TABE issues with regard to NRS will be reviewed. (2 hours)

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Teaching Literature with Short Stories

Are you pressed for time in your ASE/GED classrooms? Looking for a way to deliver rich literature that will inspire your students? In this workshop, the presenter will demonstrate how to teach the elements of fiction using short stories. Take away many ideas and activities from this interactive session. A CD of materials will also be provided. (3 hours)

Textbook Tools to Make and Take – Genetics

Balancing a busy schedule and dealing with classroom challenges, teachers are always happy to get ready-to-use materials that have been tested in the GED classroom. In this workshop, participants will make and receive reproducible worksheets, manipulatives, activities, and ideas for their classrooms relating to Genetics, a timely topic in today's pop culture. (3 hours)

Using Excel to Create Graphs and Charts – Tools for the Classroom

Do your students need more practice with charts and graphs? Are you running out of materials? During this hands-on session, participants will learn to use Excel to create colorful charts and graphs using realistic data that's relevant to their students' lives. (3 hours)

STAR Reading Series for Central Illinois

STAR (STudent Achievement in Reading) is a reading reform initiative that includes professional development, tools, and resources that will expand your knowledge of effective reading instruction and improve your ability to support reading improvement.

To join this initiative, a program should identify a program team of administrators and reading instructors of ABE intermediate-level learners (TABE grade level equivalency 4.0 – 8.9). Your team will then participate in a series of six STAR workshops. Site-based technical assistance is available to help program teams implement what's being learned in the workshops.

If you would like more information about participating in STAR or if you have any questions, please contact Dawn Hughes.

Day 1	Overview & Diagnostic Reading Assessment
Day 2	Reading Assessment (cont'd) & Introduction to Alphabetics
Day 3	Alphabetics Instruction & Fluency Instruction
Day 4	Fluency (cont'd) & Vocabulary Instruction
Day 5	Vocabulary (cont'd) & Comprehension Instruction
Day 6	Comprehension (cont'd) & Classroom Management

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