



## Certification Learning Activities 2009-2010

### FORMAT

Independent study with individual or group projects, optional small group interaction, etc. You and your facilitator will work together to decide what format works best for you. The learning activities are designed to be offered in three parts: Blocks A, B and C. They are "Pass"/"Fail", not letter grades.

### COST

**NTC Employees: \$150** for one learning activity which meets a complete certification requirement; for example #50, #51, #52, #53, #54, #55 or #69. (Each block of A, B or C costs \$50.) This fee includes course materials. Any resource books or tapes are available at no cost through the Northcentral Technical College library.

**Other Students: \$200** for one learning activity which meets a complete certification requirement; for example #50, #51, #52, #53, #54, #55 or #69. This fee includes course materials. Any resource books or tapes are available at no cost through the Northcentral Technical College library

Upon successful completion **Northcentral Technical College employees** receive a refund of 50% for full time and 100% for adjunct faculty. **There will be no refund for non-completers.** Employees of other technical colleges may take the NTC learning activities at a fee of \$200; however the refund is limited to Northcentral Technical College employees.

### TO REGISTER

Mail your payment and the completed registration form to:

Northcentral Technical College  
Organizational Development "WG"  
1000 W. Campus Drive  
Wausau, WI 54401

### NON-CREDIT

For Wisconsin Technical College System certification purposes only, each complete activity (3 blocks) is equivalent to a two-credit requirement.

### LENGTH

Deadline for completion is within the semester of registration. If the activity is not completed within that time, the registration fee will be forfeited.

### **#50 - Instructional Design and Planning**

Facilitator: Tessa Campbell 675-3331, ext 4472

CERT50A - Designing Courses

CERT50B - Creating Learning Strategies, part 1

CERT50C - Creating Learning Strategies, part 2

The activity focuses on the planning, organization and construction of course content. You will analyze the program construction process, write competencies, select curriculum materials, and plan a lesson.

### **#51 - Technical and Adult Education in the Wisconsin Technical College System**

Facilitator: Larry Kind 675-3331, ext 1005

CERT51A - Wisconsin and the Local District

CERT51B – Program Development, Funding  
and Collaboration with Other Agencies

CERT51C - Issues and Trends

This certification learning activity introduces students to the history and philosophy of the Vocational Technical and Adult Education system. Participants explore the system from a national, local and state perspective, review the legal responsibilities of Wisconsin Technical College System Districts and the State Board, and analyze current issues impacting Wisconsin.

### **#52 - Teaching Methods**

Facilitator: Mary LeBrun 675-3331, ext 4849

CERT52A - Basic Presentation Skills/  
Strategies/Techniques

CERT52B - Basic Teaching Methods

CERT52C - Advanced Teaching Methods

Prepares participants to create a performance-based instructional environment that helps learners maximize learning. Participants will develop or enhance skills to promote active learning by using varied instructional methodologies.

### **#53 - Educational Psychology**

Facilitator: Barb Weyenberg 675-3331, ext 4809

CERT53A - Basics, Learning Process,  
Motivational Theory

CERT53B - Retention, Transfer of Learning,  
Reinforcement

CERT53C - Individual Differences  
Application, Educational Domains

Apply educational/psychological principles to the learning process to provide a basis for the improvement in the instruction and learning of adults and to analyze the impacts of age and individual differences on the learning process when presented with human behavior and teaching situations or learning situations.

### **#54 – Educational Evaluation**

Facilitator: Paul Clarke 675-3331, ext 4481

CERT54A – Planning for Assessment

CERT54B – Developing Assessment Tools

CERT54C – Using Assessment for  
Continuous Improvement

This course is centered around the skills vocational teachers need to evaluate student progress in the classroom and laboratory. Participants will construct or select and administer student evaluation measures and interpret achievement or performance levels to provide a basis for the improvement of instruction and learning and for assigning grades in competency based vocational education.

### **#55 - Guidance and Counseling**

Facilitator: Eric Anderson 675-3331, ext 4801

CERT55A - Developmental Guidance and  
Counseling Process

CERT55B - Role in Advisement and  
Facilitating Counseling

CERT55C - Structure and Resources

Prepares you to assume an effective and appropriate role in meeting the guidance and counseling needs of learners. Participants differentiate the guidance and counseling services provided by professional counselors from the guidance and counseling needs appropriately met by teachers and other educators. Emphasizes the development of guidance and counseling skills such as detecting barriers to learning, referring learners to support services, employing intervention strategies, communicating in a learner-centered fashion, supporting the career development process, building learner confidence and self-esteem, resolving conflict, and analyzing legal and ethical implications.

### **#69 - Educational Diversity**

Facilitator: Bonnie Bissonette 675-3331, ext 1815

CERT69A - Diversity Profile and Exploring  
Cultural Diversity

CERT69B - Promoting Diversity in  
Your Classroom

CERT69C - Creating a Cross-Cultural  
Classroom

This self-paced course involves creating a diversity profile of NTC and exploring resources available for diverse student populations; examining personal prejudices and biases; and promoting diversity and cross-culturalism in the classroom

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## **Additional Opportunities and Information:**

**eTech College**     <http://www.etechcollege.org>

### **Wisconsin Technical College System**

<http://www.wtcsystem.edu/employment/certification.htm>

<http://systematic.wtcsystem.edu/certification/default.htm>

### **University of Wisconsin - Stout**

<http://www.uwstout.edu/programs/edscte/cert.html>

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Many education courses offered by colleges and universities have been approved to meet a certification requirement. Refer to the WTCS website.

<http://systematic.wtcsystem.org/certification/Cert/Renewing/courses/index.htm>