

Rules for Staff Participation in Training

Training Activities:

- All training sessions must contain three parts: theory, practice, and coaching
- All hands-on activities will reflect classroom activities
- Activities must relate to classroom needs
- Activities must fit an action plan, and include follow up classroom activity
- All training will take place in facilities suitable for adults, with proper sized furniture and keyboards
- All training products will be shared
- All training must be related to technology that is present in the classroom
- Follow up help must be provided
- Activities will be developed to reflect multiple-intelligences and learning styles
- Activities will allow for social interaction and cooperative groupings
- Activities will be fun

Training Participants:

- All trainees will participate in the hands-on activities
- Trainees must receive rewards (Money, Time, or Recognition)
- Trainees must produce something related to classroom instructions
- Trainees will be enrolled in classes with similar prerequisite and ability levels
- Trainees will be paired with partners or helpers if they need additional help