

## **“Teach Smart – Using Visual Engaged Tools”**

Please email me the same day you have started the course. Please email your **phone number** and what grade / School you are currently teaching so he may reach you. You will receive at least one phone call to make sure everything is going well and you understand what is expected from you in completing this course for a grade. That first phone call will save you an endless amount of time. My job is to make this course as easy as I can for you to complete and use in your classroom.

Registration may take place at any time during the year. There is not a set beginning or end time but the August day is the end of the Ashland year. Teachers may choose to take (start) this class at any time. You will have a span of time to complete the course over three weeks from the date that you start the class but, you may take more time as needed. I don't think you will need more time however. As a professional, you may wish to choose your **THREE (3)** assignments from the state standards or any area that is special that you wish to teach in your class. The idea is to choose lessons that you will use in class. In reference to a rubric for this course, please do not submit anything with a perception you did it in only a few minutes with the idea of a quick credit. You will not pass the course and you will have wasted the cost of the class. If you need assistance with an idea, I am more than willing to work with you.

**WATCH THE VIDEOS ON TIPS AND TRICKS. YOUR LESSONS MUST COME FROM THAT AREA.**

You only need to choose **THREE** of the **FOUR** areas listed. Videos and examples have been provided to make your job easier. **Click here for the web page and videos**

I have placed quite a few example lessons and videos to assist you. You will find these **videos** located on the website that you just clicked above or from the course main page to assist you. The videos are not long about 2 min in length. Your lessons will be a lot easier to create after watching the videos. Remember you need at least (**MINIMUM**) **3** pages per lesson and the videos will make it a lot easier for you to finish. Each lesson must be on a separate notebook. You must submit to me **THREE (3)** notebook lessons. Your lessons will be from the **THREE (3)** in each category you may choose: (Erase & Reveal – Magic paper – Magic Box - Pull Tab) If you discover that you need more in a certain category please create one. You are doing this for your students and only you know what is needed. I will adjust according. I will assist you when I can if you are confused or need assistance in any way. The following is what you **MUST** have on each of the **THREE (3)** pages per lesson. You will discover several tips and tricks listed.

**Page 1:** Write an explanation explaining what the lessons is about

**Page 2:** Contains a tool (use interactive tools) Chose one of the four

**Page 3:** Contains same tool (use interactive tools.) Use the same tool as above only different questions. You may have more than just 3 pages if necessary all of my courses are what you will use in class..

You are required to email me the following information asked to earn credit: **PLEASE READ PLEASE READ PLEASE READ BELOW** You must submit to me your lessons through email.

Regards,

Dan Hoffman dan.hoffmana@yahoo.com