



## FY 2017 Ohio ABE Professional Development Network (PDN) Catalog

This catalog contains professional development (PD) for Ohio ABE practitioners for FY 2017. This year's offerings include a variety of face-to-face, online, blended, and alternative delivery options organized within the following PD areas.

### Professional Development Areas

- [ABE/ASE Curriculum and Instruction](#)
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- [Career Pathways](#)
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This document is not intended to be a comprehensive list of all available PD. For more information on additional opportunities available throughout the year, visit the Professional Development System at [ohioable.org](http://ohioable.org).

For more information about the PD policy, see the PD Policy under the heading **Policies** at [ohiohighered.org/able/reference](http://ohiohighered.org/able/reference). For policy questions, contact the State ABE Office at the Ohio Department of Higher Education or your regional Program Manager.

## **Required Trainings**

The following offers a list of the required trainings. Click on the title to see the full training details.

- [Assessment Fundamentals Online](#)
- [Beginning ABLELink Training](#)
- [Best Plus Administrator Training](#)
- [CASAS Implementation Training](#)
- [Distance Education Basics - Introduction to Distance Education in Ohio](#)
- [Distance Education Basics for ABLELink Support Staff](#)
- [Distance Education Basics for Program Administrators](#)
- [Distance Education Basics for Providing Partner Teachers](#)
- [Distance Education Basics for Referring Partner Teachers](#)
- [Introduction to Learning to Achieve](#)
- [New Administrator Orientation](#)
- [New Staff Orientation](#)
- [New Support Staff Orientation](#)
- [New Teacher Orientation - Part 1](#)
- [New Teacher Orientation - Part 2 \(ABE/ASE\)](#)
- [New Teacher Orientation - Part 2 \(ESOL\)](#)
- [How to Plan & Administer TABE 9 & 10](#)
- [TABE CLAS-E](#)

## FY 2017 Professional Development Offerings








Indicates Ohio ABLE required training







Indicates new PD offering for FY17

Title	Format	Hours	Overview
<b>ABE/ASE Curriculum and Instruction</b>			
Differentiated Instruction and Lesson Planning	Online	5	Many adult education classrooms contain students whose ages, native languages, educational backgrounds, and academic skills vary widely, which poses many teaching challenges for instructors. Research shows that differentiated instruction is one of the most effective approaches for helping students learn. This course walks participants through the steps of planning a differentiated lesson, including how to write effective learning objectives, choose among approaches to differentiation (content, process, product), and design assessments. The course is divided into five modules (plus an introduction). In completing the course, participants produce their own differentiated lesson plans that are suited to their instructional content and environment.
Effective Classroom Management	Face-to-face	2.5	Instructors in adult education classes are asked to provide instruction to a diverse group of students. Key to the success of an instructor faced with such challenges is the design of a learning environment that addresses the divergent needs of students, while at the same time providing a sense of community and class unity. This workshop is designed to help teachers find effective ways to manage ABE/ASE and ESOL classrooms, building upon the classroom management principles introduced in NTO. Participants engage in interactive activities on the topics of conflict resolution, multilevel classes, and learners with particular needs. Participants receive effective strategies to enhance their teaching toolkit. <i>In FY2017 this workshop is included with the BEST Plus and TABE 9&amp;10 face-to-face review sessions. This training is also listed in the ESOL Curriculum and Instruction section below.</i>
Engaging Adult Learners in Science	Online	3	This course provides an overview of the relevance and importance of science in the ABE/ASE classroom and introduces the use of scientific practices.
Scientific Practices in Context: Curricular Planning and Lesson Development	Online	3	This course provides an introduction to teaching science in context, and guidance on where teachers can find credible science resources. The course also reviews the teaching and learning cycle, focusing on curriculum design, including lesson planning and development, within the context of an adult education science unit.


Title	Format	Hours	Overview
<b>Accountability</b>			
Beginning ABLELink Training 	Online	2.5	This webinar is specifically geared towards new data entry staff and covers all aspects of entering data, editing data, reports, and general accountability.
<b>Assessment</b>			
Assessment Fundamentals Online 	Online	5	This training provides knowledge and information related to ABLE assessment policies, state and national accountability measures, and strategies for conducting ongoing assessment in the adult education classroom. It also examines current assessment practices in the adult basic education classroom and offers suggestions on planning for assessment, carrying out the plan, and using the results to improve academic programs. Examples from all types of assessments are used to illustrate and model various assessment activities for the classroom.
<b>BEST Plus</b>			
BEST Plus Administrator Training 	Face-to-face	6	This face-to-face session is designed to prepare participants to administer and score the Basic English Skills Test (BEST) Plus 2.0 test. It covers the new BEST Plus 2.0 test and focuses on the importance of assessing oral language proficiency through presentation of the following topics: <ul style="list-style-type: none"> <li>• Development and Purpose of the BEST Plus 2.0 Test</li> <li>• Administration and Scoring Practice of the BEST Plus 2.0 Test</li> <li>• Interpretation of BEST Plus Test 2.0 Results</li> <li>• Discussion of BEST Plus 2.0 Testing Issues</li> </ul>
BEST Plus Refresher Scoring Toolkit	Alternative delivery	2.5	The BEST Plus Scoring Refresher Toolkit is intended for use by trained BEST Plus administrators to review and recalibrate their scoring in order to ensure reliable assessment data. The materials may be used as a self-study by individual test administrators or by a facilitator leading a group scoring refresher session. The scoring refresher video provides many examples of different scores for Listening Comprehension, Language Complexity, and Communication, with justifications that make clear, direct links to the BEST Plus Scoring Rubric. All testers are encouraged to take the refresher course.
BEST Plus Test Review Session	Face-to-face	3	This facilitated assessment review session is intended for trained BEST Plus test administrators to review and recalibrate scoring to ensure reliable assessment data. Participants will review test scoring procedures, discuss concerns and identify problem areas. The session will offer tips for scoring Listening Comprehension, Language Complexity, and Communication and allow for scoring practice as a group. Segments of the Scoring Refresher Video will be used to provide examples of different scores. Participants are encouraged to bring their own BEST Plus Scoring Rubric.
<b>CASAS</b>			

Title	Format	Hours	Overview
CASAS Implementation Training 	Online	5.5	CASAS Implementation online training includes three courses: Appraisal Training, Implementation Training, and Beyond Implementation Training. All three must be completed to receive credit and approval for CASAS test administration.
<b>TABE</b>			
How to Plan & Administer TABE 9 & 10 	Online	3	This self-paced, online course is designed to provide information needed to administer the Test of Adult Basic Education (TABE) 9 & 10 standardized assessment online as well as with paper and pencil. Training objectives include practical knowledge needed for implementation; introduction to scoring and reporting; how to accommodate students with disabilities; basic test management; and organization and implementation needs.
Administering TABE 9 & 10 Review Session	Face-to-face	3	This facilitated assessment review session is intended for trained TABE 9 & 10 test administrators to review key features and functionality of the TABE 9 & 10 assessments (online and paper and pencil). This session will also reinforce best practices related to administering standardized assessments. The training will include: <ul style="list-style-type: none"> <li>• An overview of the assessment support materials</li> <li>• The roles of administrators, teachers, and clients, including the capabilities of each role and how the roles collaborate</li> <li>• Practical knowledge needed for implementation, including planning, test scheduling, registration, and student preparation</li> <li>• The process to link TABE results to instructional planning</li> <li>• Accommodation of students with special needs</li> <li>• A review of the scoring and reporting of TABE results</li> <li>• Basic test management</li> <li>• TABE L (administration, materials, scoring)</li> <li>• TABE Online overview (administration functions, individual practice, questions and review, reports)</li> </ul>
TABE Online Webinar	Online	2	Participants of the TABE Online session will learn how to administer the test covering key features and functionality of the TABE Online Assessment Program. The two hour session will include: <ul style="list-style-type: none"> <li>• Introduction to the role of administrator, teacher, and client, including the capabilities available in each role, and how the roles work together in the system</li> <li>• Practical knowledge needed for implementation, including logging on for staff and individuals, scheduling tests, registration and preparation of individuals to take a test</li> <li>• Discussion of how to accommodate students with disabilities</li> <li>• Discussion of basic test management</li> <li>• Creating and accessing reports as well as identifying elements of reports and information</li> <li>• Discussion of other organization implementation needs</li> </ul>
<b>TABE CLAS-E</b>			





Title	Format	Hours	Overview
 TABE CLAS-E	Face-to-face	5	This face-to-face session is designed to prepare participants to administer the Complete Language Assessment System - English (CLAS-E) to ESOL students. It focuses on the following language proficiency topics: <ul style="list-style-type: none"> <li>• Assessing the language proficiency of ESOL students</li> <li>• Administering the four components of the CLAS-E</li> <li>• Determining levels in reading, listening, writing, and speaking</li> <li>• Practicing scoring</li> <li>• Using and interpreting test results</li> </ul>
TABE CLAS-E Refresher Course	Alternative delivery	2.5	This activity is meant as a refresher for participants who have already completed the face-to-face TABE CLAS-E (Complete Language Assessment System - English) assessment training. Participants will watch the video and complete exercises in the accompanying workbook to review administration of the test and also calibrate scoring.
<b>Career Pathways</b>			
<i>Program Administration Strand</i>			
ACP: Building Strategic Partnerships	Online	1.5	Building Strategic Partnerships is intended for adult education program administrators interested in building new and strengthening existing partnerships essential for successful development and implementation of Adult Career Pathways programs and systems. The course is self-paced and features three modules: Understanding Strategic Partnerships, Engaging Strategic Partnerships, and Sustaining Strategic Partnerships.
ACP: Engaging Employers in Adult Career Pathways	Online	2	Engaging Employers in Adult Career Pathways helps adult education instructors and program administrators understand how to identify, engage, and sustain engagement of appropriate employers in the development of career pathways programs. The course is self-paced and features three modules: Creating a Business-Education, Partnership, Building Business Engagement, and Sustaining Business Engagement.
ACP: Integrating Career Counseling and Planning into Adult Education	Online	3	Integrating Career Counseling and Planning into Adult Education is intended for adult educators, administrators, coaches, case managers, transition specialists, career counselors and others working with adult learners seeking to transition to the next step along a career pathway. The course is self-paced and features three modules: Career Counseling and Planning Programs, Individual Career Development Plan Process, and Transition to Employment and Post-Secondary Education.
 Career Pathway Project	Blended	30	To prepare ABLE students for local workforce in-demand jobs, candidates selected for the Career Pathway Project participate in training on career pathway models throughout FY 2017 and train/mentor other programs with their pathway development in FY 2018. The focus of the training is to learn how to implement a plan and instruct students in the context of a career pathway. This PD includes face-to-face trainings, webinars, online activities, and career pathway plan development. <i>Candidates for this training are selected via an application process.</i>
<i>Teaching Strand</i>			

Title	Format	Hours	Overview
ACP: Designing Contextualized Instruction	Online	2.5	Designing Contextualized Instruction helps teachers understand contextualized instruction and its supporting research base and discover how to use the contextual model of instruction to develop Adult Career Pathways (ACP) courses, and how to identify and overcome common challenges in developing contextualized instruction. The course is self-paced and features three modules: Understanding Contextualized Instruction, Building Contextualized Lessons, and Overcoming Development Challenges.
ACP: Developing Effective Bridge Programs	Online	1.5	Are you a teacher beginning to develop a bridge program for your adult education learners? Developing Effective Bridge Programs can help you develop and implement effective Adult Career Pathways bridge programs designed to help your adult learners master the basic skills they need to advance to the next level of education, training, or entry-level employment in career fields that are in local or regional demand. The course is self-paced and features three modules: Understanding Bridge Programs, Laying the Foundation, and Developing the Curriculum.
College Knowledge	Alternative delivery	2.5	<u>College Knowledge</u> , by David T. Conley, clearly shows the limitations of the current system of college preparation and how students fail to comprehend the labyrinth of requirements that they are forced to navigate. <u>College Knowledge</u> is filled with ideas that can be implemented by high school teachers and administrators to improve their college preparation programs. Educators will find this book to be an indispensable guide to the fundamental knowledge and habits of mind their college-bound students need to develop before they leave high school.
Instruction to Support Integrated Education and Training: Learn, Plan, Implement 	Blended	30	This training focuses on the instructional component of a program career pathways plan, including basic skills instruction, career awareness instruction, bridge program instruction, contextualized instruction, and planning with partners. It begins with an online course in which participants learn about integrating lessons aligned to Ohio’s content standards, informed by students’ career and education planning and local, state, and national data. Then, participants attend a face-to-face session to extend and sustain content explored through the weekly online lessons. Key features of this offering include hands-on activities, peer and subject matter expert support, feedback on submitted activities, contextualized academic content, and coursework aligned to Ohio content standards and customized to state and local priorities.
Preparing English Learners for Work and Career Pathways (Coming Soon) 	Online	TBD	The LINCS ESL Pro initiative provides collaborative, evidence-based, and technology-enhanced professional development opportunities, such as online courses and instructional resources, to help improve the knowledge, skills, and abilities of teachers working with adult English Language Learners. Preparing English Learners for Work and Career Pathways presents approaches, models and instructional practices for linking immigrants not yet proficient in English with jobs and career and technical training.





Title	Format	Hours	Overview
<b>Culture</b>			
A Framework for Understanding Poverty (Audio book)	Alternative delivery	2.5	Ruby Payne, Pd.D. is an expert on the mindset of economic classes and crossing economic lines for love, work, education and social change. If you work with people in poverty, some understanding of how different their world is from yours will be invaluable. This breakthrough book gives you practical, real-world support and guidance to improve your effectiveness in working with people from all socioeconomic backgrounds.
A Framework for Understanding Poverty (Book)	Alternative delivery	2.5	Ruby Payne, Pd.D. is an expert on the mindset of economic classes and crossing economic lines for love, work, education and social change. If you work with people in poverty, some understanding of how different their world is from yours will be invaluable. This breakthrough book gives you practical, real-world support and guidance to improve your effectiveness in working with people from all socioeconomic backgrounds.
Bridges Out of Poverty: Strategies for Professionals & Communities (Audio book)	Alternative delivery	2.5	"If you didn't grow up in poverty, you may be unaware of the hidden rules that govern many aspects of life for the poor. People in poverty are often in survival mode, where the future holds no promise, and support systems taken for granted in middle class and wealth do not exist." <u>Bridges Out of Poverty</u> will help you and your program partner with students living in poverty to create opportunities for success and strengthen student persistence. It gives the strategies to begin working on "front-line" staff skills, from support staff to administrators, and to develop new methods to improve relationships with students and improve outcomes.
Bridges Out of Poverty: Strategies for Professionals & Communities (Book)	Alternative delivery	2.5	"If you didn't grow up in poverty, you may be unaware of the hidden rules that govern many aspects of life for the poor. People in poverty are often in survival mode, where the future holds no promise, and support systems taken for granted in middle class and wealth do not exist." <u>Bridges Out of Poverty</u> will help you and your program partner with students living in poverty to create opportunities for success and strengthen student persistence. It gives the strategies to begin working on "front-line" staff skills, from support staff to administrators, and to develop new methods to improve relationships with students and improve outcomes.
<b>Distance Education</b>			
Distance Education Basics - Introduction to Distance Education in Ohio 	Online	1	This course is designed to give ABLE staff in Ohio an overview and general information of how Distance Education (DE) fits into Ohio ABLE programs.




<b>Title</b>	<b>Format</b>	<b>Hours</b>	<b>Overview</b>
Distance Education Basics for ABLELink Support Staff 	Online	1	This course is designed to give ABLELink support staff an overview and general information of managing distance education students, data, and reporting.
Distance Education Basics for Program Administrators 	Online	1	This course is designed to give ABLE program administrators an overview and general information about distance education options, policies, and processes, including: recruiting, orientation, progress testing, referrals, and reporting.
Distance Education Basics for Providing Partner Teachers 	Online	3	This course is designed to give ABLE Providing Partner teachers an overview and general information about distance education options, policies, and processes, including: recruiting, orientation, referrals, and communication. Teachers will also need to complete training for the distance education curriculum or curricula being used in the program.
Distance Education Basics for Referring Partner Teachers 	Online	1	This course is designed to give ABLE Referring Partner teachers an overview and general information about distance education options, policies, and processes, including: recruiting, orientation, referrals, and communication.



Title	Format	Hours	Overview
Implementing Khan Academy in a Distance Education Scenario: Program Only Model (Recorded webinar)	Online	1	<p>This recorded webinar is for programs interested in implementing Khan Academy in a Program Only Distance Education scenario. The one-hour recording includes a tour of the Khan Academy platform and a discussion of the necessary steps to get students online and using the technology. Participants of this session will be provided:</p> <ul style="list-style-type: none"> <li>• An overview of integration concepts</li> <li>• An in-depth guide to using Khan Academy</li> <li>• A model for implementation in a distance education scenario</li> </ul>
Learner Moodle Webinar (recorded)	Online	1	<p>This recorded webinar is an overview of the Ohio ABLE Learner Moodle set up for teachers to use for lesson development and distance education. Initially it houses NROC's EdReady Developmental Math course that can be offered as is or remixed and adapted for your instructional needs. View the recorded webinar for an informative overview on how to get started and implementation options.</p>
Introduction to Plato Courseware (Recorded webinar)	Online	1.5	<p>The State ABLE Program has purchased Plato licenses for use by local programs. This introductory webinar will provide a general overview of the Plato system. The session will cover:</p> <ul style="list-style-type: none"> <li>• The process of the learner through PLATO courseware</li> <li>• The ways that PLATO courses can be customized</li> <li>• Basic overview of student monitoring in PLATO</li> </ul>
<b>English Language Arts</b>			
Improving Reading Comprehension by Teaching Alphabets, Fluency, and Vocabulary	Face-to-face	6	<p>Some ABLE students need more than instruction in comprehension to be successful readers. The first half of this training will provide some strategies for instruction in decoding, fluency, and comprehension. The second half of the day will focus on vocabulary instruction. This training is part of the extended, blended reading PD but is open to everyone.</p>



Title	Format	Hours	Overview
How to Improve Students' Reading Comprehension by Increasing Their Skills in Alphabetics, Vocabulary, and Fluency 	Blended	12	The purpose of this extended, blended professional development opportunity is to help teachers identify gaps in their students' reading skills that affect successful reading comprehension and to provide strategies to close those gaps. This PD will consist of one face-to-face training, a series of five short online courses, at least three live webinars, short readings, and classroom application.
How Teaching Narrative Writing Can Help Students Improve Their Academic Writing 	Blended	10.5	The purpose of this extended, blended professional development opportunity is to show teachers how to use narrative writing to build students' comfort and fluency with the writing process as a way to help students transition more successfully to academic and argumentative writing. Teaching skills in the context of student writing and using rubrics to guide and assess writing will also be addressed. This PD will consist of one face-to-face training, at least two live webinars, short readings, online videos, and classroom application.
Reading in the Content Areas	Alternative delivery	5	This DVD or VHS package provides participants with a research-based approach to reading in the content areas. The DVDs/VHSs demonstrate eight strategies to use before, during, and after reading. Learn how to teach key comprehension strategies to help students get the most out of reading in science, social studies, and more.
Teaching Adults to Read: Alphabetics	Online	4	Participants learn about alphabetics research conducted with adults and some important research with children, which supports and extends the research with adults. They practice using assessments for phonemic awareness, word recognition, and word analysis. Finally, participants develop an understanding of how structured reading programs are important to use with learners with limited reading skills and plan instruction for intermediate-level readers who have gaps in their decoding skills.
Teaching Adults to Read: Comprehension	Online	4	After learning about the research on comprehension, participants use Applying Research in Reading Instruction for Adults: First Steps for Teachers to learn about and practice methods for teaching reading comprehension to their adult students.
Teaching Adults to Read: Fluency	Online	4	The research indicates that teaching fluency may increase reading achievement. Participants look at aspects of the research and practice using tools for measuring fluency. They also discuss the characteristics of fluent reading and practice different techniques of guided repeated oral reading, the recommended instructional strategy for improving fluency.


Title	Format	Hours	Overview
Teaching Adults to Read: Vocabulary	Online	4	The research on vocabulary is limited both for adults and in K-12; a few trends provide some direction. Basic formats for assessing vocabulary knowledge are reviewed and discussed for the purpose of informing instruction. Participants learn about approaches for identifying vocabulary words that should be taught and practice using instructional techniques to improve vocabulary skills.
<b>ESOL Curriculum and Instruction</b>			
 Effective Classroom Management	Face-to-face	2.5	Instructors in adult education classes are asked to provide instruction to a diverse group of students. Key to the success of an instructor faced with such challenges is the design of a learning environment that addresses the divergent needs of students, while at the same time providing a sense of community and class unity. This workshop is designed to help teachers find effective ways to manage ABE/ASE and ESOL classrooms, building upon the classroom management principles introduced in NTO. Participants engage in interactive activities on the topics of conflict resolution, multilevel classes, and learners with particular needs. Participants receive effective strategies to enhance their teaching toolkit. <i>In FY2017 this workshop is included with the BEST Plus and TABE 9&amp;10 face-to-face review sessions. This training is also listed in the ABE/ASE Curriculum and Instruction section above.</i>
EL/Civics Online	Online	5	EL/Civics Online is a self-directed professional development opportunity for ESL instructors to learn more about incorporating EL/Civics content into their adult ESL classrooms. This series of online courses will assist teachers in creating interesting, effective ESL lessons in the areas of US History, US Government, Civic Engagement, and The Naturalization Process.
ELL-U: Formative Assessment to Inform Quality Adult ESL Instruction	Online	2	Upon completing this online course, participants will be able to: <ul style="list-style-type: none"> <li>• Define formative assessment and explain its integral role in systematically planning and delivering adult ESL instruction.</li> <li>• Select and design a variety of formative assessment activities that engage learners in setting their own goals and monitoring their own progress in English language development.</li> <li>• Use appropriate oral and written feedback techniques that inform learners of their progress toward meeting their goals in meaningful and comprehensible ways.</li> </ul>
ELL-U: Principles of Second Language Teaching: Planning, Implementing, and Managing Instruction	Online	3.5	This course provides an overview of the basics of planning, implementing, and managing instruction in classrooms with adult ELLs. The course is broken into three key components in teaching adult ELLs: <ul style="list-style-type: none"> <li>• Know the communicative needs of your students.</li> <li>• Plan lessons that integrate communication skills with life skills, work-readiness, and civics content.</li> <li>• Implement student-centered instruction practices and classroom management strategies.</li> </ul>

<b>Title</b>	<b>Format</b>	<b>Hours</b>	<b>Overview</b>
ELL-U: Teaching English Language Learners who are Emergent Readers	Online	2.5	The purpose of this online course is to offer course participants introductory, research-based information about teaching adult English Language Learners (ELLs) who are just beginning to acquire print literacy largely due to lack of access to formal schooling. This course will clarify how and why this particular ELL population is unique, offer processes for identifying emergent readers, and explore a range of teaching/assessment strategies that build initial literacy in adult ELLs. Finally, course participants will have the opportunity to consider how the information presented in the course applies to classroom language learning practices in a range of settings.
ELL-U: The Role of Culture in the Education of Adult English Language Learners	Online	3	This course provides techniques and strategies to help educators in classrooms with adult English Language Learners (ELLs) create a culturally inclusive learning environment and facilitate (cross) cultural understanding among all members of the class. This course explores a range of topics related to the role of culture in teaching classes with adult ELLs. It illuminates the critical role of culture in teaching and learning and in educational relationships (e.g., between students and teachers, students and students, and students and the curriculum).
English Language Teaching in Action: Games & Activities	Alternative delivery	2.5	Games & Activities is a video that features 15 lessons providing step-by-step instructions on how to design and use games and activities for your classroom, practical tips on lesson planning, teaching techniques and classroom management, creative variations on each activity or technique to adapt it to different levels and teaching points, and classroom demonstrations with real students and real teachers. This PD activity is part of a five-disc English Language Teaching in Action DVD set that provides tips and techniques for teaching in an English language classroom.
English Language Teaching in Action: Productive Skills - Writing & Speaking	Alternative delivery	2.5	Productive Skills - Writing & Speaking is a video that features six lessons on writing and nine on speaking. Each lesson provides practical tips on lesson planning, teaching techniques and classroom management, creative variations on each activity or technique to adapt it to different levels and teaching points, and classroom demonstrations with real students and real teachers. This PD activity is part of a five-disc English Language Teaching in Action DVD set that provides tips and techniques for teaching in an English language classroom.
English Language Teaching in Action: Pronunciation & Teaching Techniques	Alternative delivery	2.5	Pronunciation & Teaching Techniques is a video that features five lessons on pronunciation and nine on teaching techniques. Each lesson provides practical tips on lesson planning, teaching techniques and classroom management, creative variations on each activity or technique to adapt it to different levels and teaching points, and classroom demonstrations with real students and real teachers. This PD activity is part of a five-disc English Language Teaching in Action DVD set illustrating teaching in an English language classroom.
English Language Teaching in Action: Receptive Skills - Reading & Listening	Alternative delivery	2.5	Receptive Skills - Reading & Listening is a video that features nine lessons on reading or listening, including Computer Assisted Language Learning. Each lesson provides practical tips on lesson planning, teaching techniques and classroom management, creative variations on each activity or technique to adapt it to different levels and teaching points, and classroom demonstrations with real students and real teachers. This PD activity is part of a five-disc English Language Teaching in Action DVD set that provides tips and techniques for teaching in an English language classroom.

Title	Format	Hours	Overview
English Language Teaching in Action: Teaching Grammar & Vocabulary	Alternative delivery	2.5	Teaching Grammar & Vocabulary is a video that features eight grammar lessons and eight vocabulary lessons. Each lesson provides practical tips on lesson planning, teaching techniques and classroom management, creative variations on each activity or technique to adapt it to different levels and teaching points, and classroom demonstrations with real students and real teachers. This PD activity is part of a five-disc English Language Teaching in Action DVD set that provides tips and techniques for teaching in an English language classroom.
ESOL Instructional Strategies	Face-to-face	5	This interactive session investigates strategies for implementing effective lessons with English language learners. Participants engage in cooperative learning activities utilizing print and digital literacy in order to explore and gather instructional strategies. The focus is on communicative language teaching and contextualized instruction and the strategies are applicable to multiple contexts, including workforce education. Participants return to class equipped with a handbook of strategies and resources to supplement their teaching toolkit.
ESOL Instructional Strategies for Low-literate Learners 	Face-to-face	5	This interactive session investigates specific strategies for implementing effective lessons with English language learners who have low-literacy skills. Low-literate Learners have little or no first-language literacy. Participants engage in cooperative learning activities utilizing print and digital literacy in order to explore and gather instructional strategies for this special student population. The focus is on strategies for low-literate learners with little or no first-language literacy. Strategies are applicable to multiple contexts, including workforce education. Participants return to class equipped with a handbook of strategies and resources to supplement their teaching toolkit.
Meeting the Language Needs of Today's English Language Learner (Coming Soon) 	Online	TBD	The LINCS ESL Pro initiative provides collaborative, evidence-based, and technology-enhanced professional development opportunities, such as online courses and instructional resources, to help improve the knowledge, skills, and abilities of teachers working with adult English Language Learners. Teachers and administrators gain an appreciation of the complex language demands all learners face in today's world and acquire tools and skills for advancing the rigor of instruction in adult English language acquisition.
Teaching ESL to Adults: Classroom Approaches in Action Volume One	Alternative delivery or online	2.5	The New American Horizons video series illustrates effective teaching practices through real classes with immigrants and refugees. Volume One includes two videos: <ul style="list-style-type: none"> <li>• Lesson Planning for Life Skills shows the progression of the elements of a lesson on talking on the telephone.</li> <li>• Building Literacy with Adult Emergent Readers explores a whole-part-whole approach to teaching using a learner-generated story and demonstrates activities to develop beginning literacy skills for low-literate learners.</li> </ul>

Title	Format	Hours	Overview
Teaching ESL to Adults: Classroom Approaches in Action Volume Two	Alternative delivery or online	2.5	<p>The New American Horizons video series illustrates effective teaching practices through real classes with immigrants and refugees. Volume Two includes three videos:</p> <ul style="list-style-type: none"> <li>• Growing Vocabulary with Beginning Learners offers a contextualized approach.</li> <li>• Working with a Multi-Level Class offers techniques for dealing with differing levels of language ability within a class.</li> <li>• Developing Listening Skills with High-intermediate Learners illustrates listening activities through the theme of cross-cultural experiences.</li> </ul>
Teaching ESL to Adults: Classroom Approaches in Action Volume Three	Alternative delivery or online	2.5	<p>The New American Horizons video series illustrates effective teaching practices through real classes with immigrants and refugees. Volume Three includes three videos:</p> <ul style="list-style-type: none"> <li>• Teaching Grammar in Real-life Contexts</li> <li>• Cultivating Writing Skills at the Intermediate Level</li> <li>• Developing Reading Skills for Intermediate/Advanced Learners</li> </ul>
Teaching ESL to Adults: Classroom Approaches in Action Volume Four	Alternative delivery or online	2.5	<p>The New American Horizons video series illustrates effective teaching practices through real classes with immigrants and refugees. Volume Four includes four videos:</p> <ul style="list-style-type: none"> <li>• Assessing Learning</li> <li>• Critical Thinking and Learning Skills</li> <li>• Grouping Strategies</li> <li>• Oral Skills</li> </ul>
<b>Mathematics</b>			
Math Instruction in Action	Face-to-face	5	<p>How do ABE/ASE instructors teach engaging standards-based math lessons in a multilevel classroom? In this session participants will focus on active and differentiated math instruction by learning about and practicing engaging assessment techniques, teaching strategies, and learning activities. Participant outcomes include:</p> <ul style="list-style-type: none"> <li>• Share examples of best practices in math for active and differentiated instruction from experiences in the ABE/ASE classroom.</li> <li>• Record examples of best practices in math for active and differentiated instruction for the areas of assessment, teaching strategies, and learning activities to implement in the ABE/ASE classroom.</li> <li>• Create an Interactive Notebook to implement in the ABE/ASE classroom to engage, organize, and motivate students.</li> <li>• Leave the training with four ready-to-go Interactive Notebook math lessons as well as a list of favorite instructor math resources.</li> </ul>








Title	Format	Hours	Overview
Adults Reaching Algebra Readiness (AR)2  	Blended	48	<p>The Adults Reaching Algebra Readiness series builds upon the content presented in Adult Numeracy Instruction (ANI) professional development. (AR)2 begins with a review of linear functions, including in-out tables, equations, and graphs and progresses to systems of equations, always relating to real-life. Activities then build from linear functions to nonlinear functions and explorations with exponents. Geometry concepts are explored as ways to apply algebraic reasoning in real-life contexts, including both linear and nonlinear examples.</p> <p>Throughout the sessions, participants continue to connect to basic number properties which are the focus of the College and Career Readiness Standards and other core ideas introduced in Teachers Investigating Adult Numeracy (TIAN) and ANI. Participants in (AR)2 will be able to:</p> <ul style="list-style-type: none"> <li>• Turn everyday experiences into opportunities for teaching algebraic topics.</li> <li>• Work with algebraic expressions/equations in various formats: verbal model, input/output tables, graphs and equations.</li> <li>• Solve a system of equations graphically and algebraically.</li> <li>• Manipulate symbols in decontextualized problems to solve various algebraic equations.</li> <li>• Make connections to the College and Career Readiness Standards.</li> <li>• Use real-life problems to analyze linear and nonlinear situations.</li> </ul>
Great Courses: Algebra 1 Part 1	Alternative delivery	3	<p>The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 1 contains one DVD with five lessons. After an overview of the course, Disc 1 includes instruction in the evolution of numbers and the language of Algebra. The disc also begins the exploration of linear functions. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.</p>
Great Courses: Algebra 1 Part 2	Alternative delivery	3	<p>The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 2 contains one DVD with five lessons. The content of Disc 2 focuses on the multiple representations of linear functions and graphing linear functions. Participants will practice these concepts by completing several mathematical explorations, problem solving with linear equations, and modeling real-world data with linear functions. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.</p>

Title	Format	Hours	Overview
Great Courses: Algebra 1 Part 3	Alternative delivery	3	The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 3 contains one DVD with five lessons. Disc 3 starts with 2 mathematical investigations with linear functions and geometry. However, the majority of Disc 3 examines quadratic functions. Five mathematical explorations help participants gain an understanding of quadratic functions. Graphing quadratic functions is taught in a lesson on this disc. Finally, participants are taught the method of finite differences. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.
Great Courses: Algebra 1 Part 4	Alternative delivery	3	The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 4 contains one DVD with five lessons. Disc 4 continues the investigation of quadratic functions started on Disc 3. Lessons on this disc include problem solving with quadratic equations and modeling real-world data with quadratic functions. Also included on Disc 4 are several investigations with polynomials. Finally, the study of rational functions is introduced, and graphing of this type of function is explored. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.
Great Courses: Algebra 1 Part 5	Alternative delivery	3	The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 5 contains one DVD with five lessons. Disc 5 continues the investigation of rational functions and equations by investigating a real-world situation and a geometric problem. Exponential functions will be explored and graphed using data from a variety of mathematical explorations. Finally, systems of linear functions and equations are discussed. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.



Title	Format	Hours	Overview
Great Courses: Algebra 1 Part 6	Alternative delivery	3	The purpose of the Algebra 1 course is to support teachers' efforts to prepare their students to succeed in an Algebra 2 course. Algebra 1 - Part 6 contains one DVD with five lessons. Disc 6 introduces the use of matrices to solve linear systems. In addition, systems of functions and equations and systems of inequalities are taught. Finally, iterating functions are examined, and iteration is taught as a problem-solving tool. Each topic is covered in an easy to understand, 30-minute lesson. The lessons can be used in several ways. A teacher might decide to watch and complete the lessons independently, or a small group of instructors could discuss and watch the DVD together. The lessons could also be used with ABLE students to help them prepare for the higher level skills. No matter how the Algebra 1 program is used, your math knowledge will increase.
Great Courses: Basic Math Part 1	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math - Part 1 contains one DVD with five lessons. The lessons on the DVD include: Introductions and Review of Addition and Subtraction, Multiplication and Division, Long Division, Introduction to Fractions, and Addition of Fractions. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.
Great Courses: Basic Math Part 2	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math Part 2 contains one DVD with five lessons. The lessons on the DVD include: Subtraction of Fractions, Multiplication of Fractions, Division of Fractions and Review of Fractions, Addition and Subtraction of Decimals, and Multiplication and Division of Decimals. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.
Great Courses: Basic Math Part 3	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math - Part 3 contains one DVD with five lessons. The lessons on the DVD include: Using the Calculator; Fractions, Decimals, and Percents; Percent Problems; Ratios and Proportions; and Exponents and the Order of Operations. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.
Great Courses: Basic Math Part 4	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math - Part 4 contains one DVD with five lessons. The lessons on the DVD include: Adding and Subtracting Integers; Multiplication and Division of Integers, and an Introduction to Square Roots; Negative and Fractional Powers; Geometry 1; and Geometry 2. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.

Title	Format	Hours	Overview
Great Courses: Basic Math Part 5	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math - Part 5 contains one DVD with five lessons. The lessons on the DVD include: Graphing in the Coordinate Plane, Number Theory, Number Patterns I, Number Patterns II, and Statistics. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.
Great Courses: Basic Math Part 6	Alternative delivery	3	The purpose of this training is for teachers to brush up on their math skills and improve their teaching techniques. Basic Math - Part 6 contains one DVD with five lessons. The lessons on the DVD include: Probability, Measurement, Problem-Solving Techniques, Solving Simple Equations, and Introduction to Algebra I. Each topic is covered in an easy to understand, 30-minute lesson. Math vocabulary and contextual examples are important parts of the training. Learners have opportunities to practice the skills being taught during each of the five lessons, and there is an activity worksheet for practice included with each lesson.
Khan Academy Algebra and Patterns Refresher	Online	6	This self-directed professional development is intended to supplement your mathematics content knowledge. Each topic listed below is introduced using a relatively short video which covers key concepts and in many cases also includes step-by-step procedures for solving the mathematical problems introduced. Each part of this refresher also includes a short post-assessment so that you can check your mathematics knowledge. After you have completed a post-assessment, an answer key is provided to check your answers. The videos will cover the following topics: <ul data-bbox="667 857 1213 1253" style="list-style-type: none"><li>• Basic properties</li><li>• Solving problems</li><li>• Solving equations</li><li>• Line equations and graphing</li><li>• Evaluating expressions and polynomials</li><li>• Intermediate equations</li><li>• Exponent properties</li><li>• Basic functions</li><li>• Manipulating expressions</li><li>• Solving problems</li><li>• Inequalities and absolute values</li><li>• Systems of Equations</li></ul>



Title	Format	Hours	Overview
Khan Academy Data Analysis and Probability Refresher	Online	4	<p>This self-directed professional development is intended to supplement your mathematics content knowledge. Each topic listed below is introduced using a relatively short video which covers key concepts and in many cases also includes step-by-step procedures for solving the mathematical problems introduced. Each part of this refresher also includes a short post-assessment so that you can check your mathematics knowledge. After you have completed a post-assessment, an answer key is provided to check your answers. The videos will cover the following topics:</p> <ul style="list-style-type: none"><li>• Reading charts and graphs</li><li>• Interpreting charts and graphs</li><li>• Measures of central tendency</li><li>• Basic probability</li><li>• Data analysis</li><li>• Advanced probability</li><li>• Finding the total number of possible outcomes</li></ul>
Khan Academy Number Sense Refresher	Online	6	<p>This self-directed professional development is intended to supplement your mathematics content knowledge. Each topic listed below is introduced using a relatively short video which covers key concepts and in many cases also includes step-by-step procedures for solving the mathematical problems introduced. Each part of this refresher also includes a short post-assessment so that you can check your mathematics knowledge. After you have completed a post-assessment, an answer key is provided to check your answers. The videos will cover the following topics:</p> <ul style="list-style-type: none"><li>• Whole number basics</li><li>• Addition</li><li>• Subtraction</li><li>• Multiplication</li><li>• Arithmetic and definitions</li><li>• Fractions</li><li>• Decimals</li><li>• Introduction to ratios, radicals, and negatives</li><li>• Arithmetic properties</li><li>• Solving problems using arithmetic, comparing, and ordering</li><li>• Solving problems with percents, ratios, and proportions</li><li>• Exponents and radicals</li></ul>

Title	Format	Hours	Overview
<b>Orientation</b>			
New Staff Orientation 	Online	3	This self-paced, online orientation, which includes interactive activities, is designed to provide a convenient format for new ABE staff (administrators, support staff, and teachers) to learn more about ABE in Ohio. There are two modules to this course that consist of content focused on the following topics: <ul style="list-style-type: none"> <li>• The ABE System, who we are: In this module you will receive background information about the ABE mission and history as well as information on program funding, accountability, policies, and ABLELink.</li> <li>• The ABE Student, who we serve: In this module you will identify the adult learner, explore the orientation process, assessment, goal setting, monitoring progress, and follow-up.</li> </ul>
New Administrator Orientation 	Online	2	The two-part New Administrator Orientation (NAO) training consists of a self-paced, online orientation and a face-to-face meeting designed to give new administrators knowledge and information related to ABE grant administration and program management. NAO online has been developed to provide an introduction to program operations, maintenance, and improvement. It explores the specific roles of administrative staff, such as directors, coordinators, and program managers, as well as the procedures and responsibilities that coincide with the administrative role. New administrators must complete this online course before attending the face-to-face meeting with their regional program manager.
New Support Staff Orientation 	Online	2	This self-paced, online orientation is designed to give new support staff knowledge and information for practical implementation within the ABE program. This orientation explores the procedures and responsibilities specific to the support staff role. NSSO is divided into modules that address student services, accountability, administrative support, communication, and program support.
New Teacher Orientation - Part 1 	Online	2	The two-part New Teacher Orientation (NTO) training consists of a self-paced, online orientation and a face-to-face session featuring the must know topics for new teachers. New teachers must complete this online course before attending the NTO face-to-face workshop. This self-paced, online orientation, which includes interactive activities, is designed to give new instructional staff knowledge and information for practical implementation within ABE classrooms. This online course consists of an Introduction and four modules on the topics of: <ul style="list-style-type: none"> <li>• Preparation for Instruction</li> <li>• Planning Instruction</li> <li>• Teaching and Learning</li> <li>• Monitoring Student Performance</li> </ul>
New Teacher Orientation - Part 2 (ABE/ASE) 	Face-to-face	5	Designed to give new instructional staff knowledge and information for practical implementation within ABE classrooms, this face-to-face session builds on the NTO online course featuring the must know topics for new teachers, including: Adult Learning Theory, Orientation, Planning Instruction, Teaching and Learning, Managing Instruction, Monitoring Performance, and Professional Support. This face-to-face session is customized for ABE/ASE instruction, and it explores the must know topics more deeply in order to identify strategies and resources specific to the content area of ABE/ASE.



Title	Format	Hours	Overview
New Teacher Orientation - Part 2 (ESOL) 	Face-to-face	5	Designed to give new instructional staff knowledge and information for practical implementation within ABE classrooms, this face-to-face session builds on the NTO online course featuring the must know topics for new teachers, including: Preparing for Instruction, Planning Instruction, Teaching and Learning, Managing Instruction, Monitoring Performance, and Professional Support. This face-to-face session is customized for ESOL instruction, and it explores the must know topics more deeply in order to identify strategies and resources specific to the content area of ESOL.
<b>Program Management</b>			
Beyond the Flyer: Using Social Media and Communication Tools	Face-to-face	5	Getting and keeping students has always been a challenge, but new and emerging technologies are available to help! Come learn about social media, communication tools, and mobile applications available to help increase recruitment and retention.
Ohio Leadership Excellence Academy (OLEA)	Blended	44	The overall focus of OLEA is to offer a responsive, cost-effective leadership development program that utilizes a skills-based approach and is grounded in sound leadership and management concepts, principles, and practices. The LEA curriculum is focused first and foremost on program improvement. It includes a series of six modules that are offered over a two-year period. Five of the six modules combine face-to-face workshops with interim learning activities and various web-based activities. The fifth module, The Leadership Approach to Program Improvement, is a stand-alone online course. <i>Participants for this two-year cohort training are selected via an application process.</i>
Leadership Book Club 	Online	3	Creating a culture of sharing and professional dialogue is an essential element for success. Administrators who have an opportunity to read, discuss and reflect on leadership strategies are more engaged and ready to take on the challenges in their programs. But, the reality is that administrators lead busy lives, making it difficult to find time for these valuable discussions. The online leadership book club provides opportunities for sharing ideas that can energize administrators and encourage professional reading and conversations. In addition to live online discussion sessions, a blog will be accessible through the Ohio ABE PDN Moodle for participants to reflect on the readings and share challenges and successes.
<b>Special Learning Needs</b>			
Beyond F.A.T. City: A Look Back, A Look Ahead	Alternative delivery	2.5	Richard Lavoie presents an update on his 1998 video How Difficult Can This Be? The F.A.T. City Workshop. He discusses major trends in the field of learning disabilities as well as challenges for educators. The activity is appropriate for all teachers but especially for those who teach Basic Skills and GED.



Title	Format	Hours	Overview
How Difficult Can This Be? The F.A.T. City Learning Disability Workshop	Alternative delivery	2.5	This video allows the viewer to spend 70 minutes experiencing life in the way a learning disabled student does. The program host, Richard Lavoie, demonstrates the frustration, anger, and tension that the learning disabled typically experience in the classroom. Viewers come away from the program determined to alter the way they interact and respond to the learning disabled student.
 Introduction to Learning to Achieve	Online	5	This self-paced, online session is tailored to Ohio ABLE instructors working with students with special learning needs and include content from the Learning to Achieve research-based training from the National Institute for Literacy. It focuses on the following topics related to serving students with learning disabilities: Definitions of Learning Disabilities, Legal Issues, Learning Disability Screenings, and Accommodations.
<b>Technology</b>			
Edtech: Ready, Set, Go	Face-to-face	6	Join us for an in-depth session on technology that can be used in class or for distance education. Instruction and guidance will be provided on a variety of technology that can be used for academic instruction, digital literacy instruction, and distance education. Resources shared will include Open Educational Resources (OERs) like Hippocampus and OER Commons, as well as ABLE sponsored technology like the Learner Moodle featuring NROCs EdReady Developmental Math and English course.
Integrating Digital Literacy into English Language Instruction <span style="color: red;">(Coming Soon)</span> 	Online	TBD	The LINCS ESL Pro initiative provides collaborative, evidence-based, and technology-enhanced professional development opportunities, such as online courses and instructional resources, to help improve the knowledge, skills, and abilities of teachers working with adult English Language Learners. This interactive, self-access online resource is designed to give ESL instructors, curriculum developers, program directors, and others an understanding of how and why to incorporate digital literacy skill development in all types of programming for adult ELLs, how to use information and communication technologies to expand language learning opportunities, how to help students learn to find and evaluate consumers of digital information, and how to solve problems in today's technology-rich environments.
Integrating Technology in Adult Education Classrooms	Online	4	Integrating Technology in the Adult Education Classroom discusses why technology is important for teaching and learning, how instructors approach integrating technology, and what tools instructors can use to integrate technology. Throughout the course, you will learn about examples of adult education instructors' personal experiences in integrating technology. In a culminating activity, you will create a Technology Integration Action Plan for a unit or lesson that you select for use with your own adult learners. You also will have the opportunity to interact with the LINCS Community throughout this online course.