



- 1) What is teaching?
- 2) How people learn
- 3) Instructional objectives
- E) Developing a syllabus Bott, p. 18-20; Edmunds, 25-26, 29-32; Mager, 197-207
  - 1) Course description
  - 2) Attendance requirements
  - 3) Tools, materials and text
  - 4) Course outline
  - 5) Schedule
  - 6) Assignments, projects
  - 7) Evaluation
- F) The lesson plan Bott, 86-97; Edmunds, 35-39; Mager, 139-186
  - 1) Organization
  - 2) Tools and materials needed
  - 3) Objectives
  - 4) Teaching method
  - 5) Assignments
- G) Instructional methods
  - 1) Lecture/discussion Bott, 107-109; Edmunds, 51-54; Mager, 240-243
  - 2) Demonstration Bott, 113-115; Edmunds, 54-55; Mager, 232-234
  - 3) Cooperative learning Bott, 117; Edmunds, 55-61; Mager, 240-247
  - 4) Instruction in the work place
  - 5) Distance/on-line teaching

VII. Course Requirements:

A. Develop a course notebook to include the following:

- 1) Assessments; needs, goals, tasks
- 2) Course objectives
- 3) Course syllabus
- 4) Lesson plans

B. Complete all tests and quizzes

VIII. Evaluation:

Forum Participation	25%	92-100	A
On-line discussion	25%	80-91	B
Course notebook	25%	70-79	C
Tests and assignments	25%	60-69	D
		59	F

IX. Statement of Disability:

If you are registered with the Office of Services for Individuals with Disabilities, please make an appointment with the course instructor to discuss any academic accommodations you need. If you need academic accommodations and are not registered with the Office of Services for Individuals with Disabilities, please contact the Office directly either in person on the first floor of the Turley House or by telephone at (859) 622-1500 V/TTY. Upon individual request, this syllabus can be made available in alternative forms.