

No Surprises! A Collaborative Guide for Professional Development via Interactive Video

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Distance Education and Teacher Preparation

- Rural districts with limited expertise in special education
- Emergency and provisional certificates
- Geographic isolation

Distance Education Options

- Audio-conferencing
- Satellite
- Interactive video
- Web-based technologies

Guidelines for inservice via interactive video

- Planning checklist
- Equipment and interaction tips
- Sample lesson plan

Comprehensive planning checklist

- Do your homework (1 year)
- Contact presenter (1 year)
- Make scheduling decisions (after contacting speaker)
- Confirm dates with presenter
- Assemble local planning and delivery team

Comprehensive planning checklist

- Work with planning team and presenter (1-3 months)
- Make final preparation and re-check everything (2 weeks)
- Conduct on-site check with presenter a originating site (afternoon before)
- Work the plan! (day of)

Equipment and interaction tips

- Guidelines (before)
 - Distant sites may feel remote
 - Be aware of appropriate microphone use
 - Discuss ground rules for speaking
 - Locate camera in room
 - Have camera zoom in on speaker

Equipment and interaction tips

- Suggestions for setting up site
 - Speaker's chair
 - Camera and monitor positions
 - Wide shot of group
 - Closer shot of room sections
 - Close shot of speaker's chair

Sample lesson plan

- Title
 - Setting stage for success with assistive technology
- Length of session
 - 2 days from 9:00 a.m. - 4:00 p.m.
- Delivery system
 - Interactive video
- Sites
 - Originating site and five others

Sample lesson plan

- Materials
 - Index cards numbered 1-8 in big, dark numbers
 - Index cards for questions & reflections in different color

Sample lesson plan

8:00 - 8:30	Registration
8:30 - 9:00	Pre-broadcast activities
9:00 - 9:15	Begin broadcast
9:15 - 9:30	Introduction of session (speaker)
9:30 - 9:45	Quick look at SETT (speaker)
9:45 - 10:00	Part I: SETTing the context (speaker)

Sample lesson plan

10:00 - 10:20	Break
10:20 - 10:30	What is assistive technology? (speaker)
10:30 - 10:50	Guiding principles (speaker)
10:50 - 11:30	Legal issues (speaker)
11:30 - 12:30	Lunch
12:30 - 1:30	District profiles & homework (facilitators)

Sample lesson plan

1:00 - 1:20	I get the IDEA (speaker)
1:20 - 1:45	Part II: We're all in this together (speaker)
1:45 - 2:00	Afternoon break
2:00 - 3:15	SETT framework (speaker)
3:15 - 3:30	Review of Day 1, homework, preview (speaker)
3:30 - 4:00	Dismiss participants, debrief, sign-off