

Date of Last Update: June 7, 2011

Please put an "X" beside:
 District
 Regional
 Meeting

Date & Time of Workshop Materials Pick Up: Wednesday

Workshop Title:	Open Educational Resources : Maine Open Educational Resources Projects
Event:	MLTI Summer Institute Bates College
Presenter: (or Network contact)	Pam, Cathy, Dave, Lisa
Date of event:	wednesday, July 27, 2011 at 1:00pm to 2:00pm
District, Region/Meeting Place:	Bates College
Time:	1 – 2:00
Room Set Up:	Will decide when I get there
Brief Summary:	Workshop at conference to introduce OER project and identified OERs
Outcomes:	Success will look sound and feel like <ul style="list-style-type: none"> • Understanding of OER projects • Learning about OER • Finding OER Resources to use in the classroom and • Excitement and fun!!
Agenda:	<p>Proposed agenda</p> <p>1. Welcome - Introductions (ourselves and those in the room (who you are where you are from) 10 minutes This will include a brief intro of projects will use slides to move through details - Pam 5 minutes</p> <p>2 - Team Descriptions - a bit about your project process and introduce an OER from slide - total time 25 minutes Math Description - Mary - 5 minutes ELA description - Dave - 5 minutes HE/PE Description - Cathy - 5 minutes SS Description - Lisa - 5 minutes CE&D and WL - Pam - 5 Minutes</p> <p>3. Exploration time - 15 - 20 minutes - participants will explore OER from slides and on their own - I have included information on</p>

	Delicious and how to use as well --- and our website 4. Closing one word whip - 3 minutes
Entering Procedures Footprints Welcome Chart Music Procedures	Music Charts on Wall
Introductions Intro Self Agenda Outcomes Charts on Wall Parking Lot	Introduce Self and team members
Intro Activity:	Welcome – Pick a celebratory learning card and use it to introduce yourself – name and where you are from
Best Working Conditions:	n/a
Activity 1:	Introduce project
Activity 2:	Teams introduce their work
Activity 3:	Exploration
Closure: (Evaluation)	One word Whip
FOR OFFICE STAFF	
TO DO:	Do you need CART or ACT for live meeting transcription?
URGENT To Do: Put any special requests here with dates things need to get done by	<input type="checkbox"/> Add new minutes tab to Google Doc if is a meeting <input type="checkbox"/> Tell people to put water or other set up items on the side
Theme:	Celebration
Total Number of Handouts Requested: Deb will add ONLY one for office	The # you have given should include presenter handouts and however many extra handouts you may anticipate needing beyond the number who have registered on C-vent.
To Take:	Please DELETE what you don't need ♥ 10 Jump Drives with copies of all handouts and powerpoint – see attached to email (I will bring these back) ♥ Working Agendas (how many: 4) ♥ Candy ♥ Tablecloths (how many: 20)

	<ul style="list-style-type: none"> ♥ Green bag – contains stickies for Parking Lots ♥ If no green bag: tape/ markers/stickies, anything else? ♥ Speakers for computer ♥ Celebratory learning Cards (5 sets) ♥ Heavy duty extension/power cords (how many:) ♥ 2 Signs for door (8.5"x11") with title of event
Foo Foo:	OER book marks, flower seed packets (cheap ones☺)
<p>Charts:</p> <ul style="list-style-type: none"> • Add examples that you would like us to hand write on the charts. 	<ol style="list-style-type: none"> 1. Welcome <ul style="list-style-type: none"> Welcome!! We invite you to... ** Come in and find a place to sit. ** Use the key to download the powerpoint and handouts onto your computer. ** Fill in Charts on the wall. ** Choose a Celebratory Learning Card to use to introduce yourself. ** Introduce yourself to the person sitting next to you. 2. Outcomes (see above) 3. Parking Lot (Use outcomes chart) 4. One thing I hope to learn... 5. One strategy that helps me learn well...
Quote: (let us know if the quote needs to be in the packet)	<i>OER offer more current, up-to-date resources - and are far more interesting than the textbooks our district has invested in. They are interactive and address differentiated learning. There is video, audio, color, feedback.....so much that paper, pen and textbooks do not provide. OER Team Teacher Quote</i>
Footprints: Did you check the drawer in the office?	
<p>In-Packet Handouts</p> <ol style="list-style-type: none"> 1. Handout 1 2. Handout 2 3. Etc. 	<ol style="list-style-type: none"> 1. 2. 3.
<p>Out-of-Packet Handouts:</p> <ol style="list-style-type: none"> 1. OOP 1 2. OOP 2 3. Etc. 	<ol style="list-style-type: none"> 1. Impact Sheet 2.OER Bookmarks 3.
<p>Online Handouts:</p> <ol style="list-style-type: none"> 1. Online 1 2. Online 2 	<ol style="list-style-type: none"> 1. 2.

3. Etc.	3.
Power Point:	
Needs: Ex: LCD Projector, Screen	LCD