Program Schedule

Begin working in your BeachBoard course on Day 1.

Use the schedule and checklist below to stay on track to successfully complete the program. If you do not successfully complete the program for any reason, including missing the firm due date, you can re-register for a future offering.

- All activities listed in the schedule and checklist below are required unless otherwise indicated.
- **This program has a firm due date: the quizzes and deliverables are due before 11:59 pm (Pacific Time) Friday, July 2nd.**

Week 1 (Monday, June 14 -Sunday June 20)
Module 1: Getting Started & Module 2: Technology

Minimum time estimated: 6 hours

- ❏ **Read all information in the Getting Started module through Module 2**
    - ❏ Read Module 1: Getting Started
        - ❏ Post to the Introduce Yourself Discussion (optional)
        - ❏ Read Sub-Module 1: Program Requirements
    - ❏ Read Module 2: Technology
        - ❏ Read Sub-Module: BeachBoard
        - ❏ Read Sub-Module: Zoom
        - ❏ Read Sub-Module: Choosing Technology Tools
    - ❏ Complete Quiz: Technology

- ❏ **Work on program deliverables**
    - ❏ Alternative Mode of Instruction Checklist
        - ❏ Complete rubric checklist standards 1-3 (suggested)
    - ❏ Course Alignment Blueprint
    - ❏ Build 2-3 weeks inside your BeachBoard Course

Week 2 (Monday, June 21-Sunday June 27)
Module 3: Design

Minimum time estimated: 8 hours

- ❏ **Read all information in Module 3: Design**
  - ❏ Read Module: Design
    - ❏ Read Sub-Module: Syllabus & Course Homepage
    - ❏ Read Sub-Module: Alignment
    - ❏ Read Sub-Module: Activities and Assessment
    - ❏ Read Sub-Module: Accessibility
  - ❏ Complete Quiz: Design
- ❏ **Work on program deliverables**
  - ❏ Alternative Mode of Instruction checklist
    - ❏ Complete rubric checklist standards 4-6 (suggested)
  - ❏ Course Alignment Blueprint
  - ❏ Build 2-3 weeks inside your BeachBoard course

Week 3 (Monday, June 28-Sunday, July 4)
Module 4: Delivery & Module 5: Student Success

Minimum time estimated: 6 hours

- ❏ **Read all information in Module 4 & Module 5: Delivery & Student Access**
  - ❏ Read Module: Delivery
    - ❏ Read Sub-Module: Active Learning
    - ❏ Read Sub-Module: Engagement & Interactivity
  - ❏ Complete Quiz Delivery
  - ❏ Read Module: Student Success
    - ❏ Read Sub-Module: Communication and Retention
  - ❏ Complete Quiz Student Success

- ❏ **Work on program deliverables**
  - ❏ Alternative Mode of Instruction checklist
    - ❏ Complete rubric checklist standards 7-9 (suggested)
  - ❏ Course Alignment Blueprint
  - ❏ Build 2-3 weeks inside your BeachBoard Course

Week 4 (Tuesday, July 6-Friday, July 9)
Work on completing and submitting deliverables to the BeachBoard Dropboxes

Minimum time estimated: 7 hours

❏ Complete and submit the Alternative Mode of Instruction (AMI) Checklist
❏ Complete at least 2 weeks of information in your Course Alignment Blueprint
❏ Build 2-3 weeks inside your BeachBoard course.

Additional Program Requirements

❏ Attend 3 ATS Live Course Enhancement Workshops between June 7 and August 20.
Visit our ATS website to learn more: ATS Faculty Development Programs