Workshop Wrap Up

Unit Introductions, Check-Ins, and Reflections

Revision Date: Nov 07, 2017
Duration: 30 50-minute sessions

Lesson Summary

**Summary:** This lesson serves as a wrap-up for the entire workshop. Primarily, it focuses on clarifying any lingering confusions, reviewing resources, and stressing community and communication among teachers.

**Objectives:**
- Teachers will have the opportunity to ask clarifying questions
- Teachers will understand the importance of building and maintaining a community, as well as the resources to do so
- Teachers will be aware of any future correspondence

**Overview:**
(Time: 30 minutes)

1. Check in (1-5 min)
2. Credit forms (2 min)
3. Resources (13 min)
4. Future communication (10 min)

Learning Objectives

Teacher Resources

Student computer usage for this lesson is: **optional**

Workshop Wrap Up Folder (https://drive.google.com/open?id=0B5vAY-fhOT-idWtPVXhqX0V2dmc)

Lesson Plan

TOTAL: 30 minutes
Instructor should update the PowerPoint with relevant information and use it to guide this lesson.

Check-In (1-5 min)

Workshop Wrap Up - KWL, etc.

- The instructor should ask for suggestions, if desired: in the past, teachers have not had any responses, but may have more responses if they are given time to brainstorm over the course of the day.
- "Is there anything you still need?"

Follow Ups (2 min)

Remind teachers to submit signed CPD credit forms to county certification office for processing (This can be extended to however the teachers will be receiving credit for the workshop.)

Teacher Resources (13 min)

The instructor should go over resources available for the teachers:

- Stress Piazza! It is the tool for remotely maintaining community and staying in sync. Especially important: changes can be announced easily.
- Surveys - teachers can use these to give feedback about the course
- Structure for sharing of future resources - Google Drive
  - Make sure that teachers know where to put resources - sometimes they forget and upload them anywhere in the Drive. Perhaps a handout with instructions would be good? Or have them bookmark the Resource folder?

Future Correspondence (10 min)

Discuss any future correspondence:

- Weekly Google/ Skype hangout
- Follow up workshops
- CSTA election results

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