

The following courses will be offered during the academic year September 2016 – May 2017

Booklets and application forms are available from Erdiston College, Monday through Friday, from 8:30 a.m. – 4:30 p.m.

Orientation will be held on Thursday, 08 September 2016 at 4:30 p.m. at the College.

COURSES WHICH ARE UNDERSUBSCRIBED WILL NOT BE OFFERED

COURSES	Page
1. Action Research	4
2. Advanced Bookbinding	5
3. Advanced Counselling	6
4. Basic Bookbinding	7
5. Basic Counselling	8
6. Classroom Management	9
7. Early Childhood Education – Level I	10
8. Early Childhood Education – Level 2	11
9. Effective Written Communication Skills for Today's Worker	12

15. Strategies for Teaching Mathematics
16. Strategies for Teaching Reading
17. Technological Skills for the 21st century

MUST be **SIGNED** by the Principal and **STAMPED** with the school stamp.

3. If, for any reason, a course participant has to discontinue classes, the Programme Coordinator must be informed promptly, in writing.
4. Participants will **NOT** be reimbursed if they have attended **four (4) classes** or if the course has been taught for **four (4) weeks** in the semester. However, participants will be reimbursed 50 % of the total fee if they attend classes for **(2) weeks only**.
5. Fees may be paid at the **Accounts department, Monday to Friday, during the hours of 9:00 a.m. and 3:00 p.m.**
6. All participants are requested to complete an evaluation form at the end of each semester.
7. A certificate will be awarded on the successful completion of each course. The certificate may be collected from the College.

Action research, like other types of research, involves educators and other social scientists. It is a continuous and reflective process that could provide a means for professional development.

Topics include: The action research process (problem identification and diagnosis, types of data collection); definition of action research, the teacher/social scientist as an action researcher; the relationship between action research and the development of knowledge; a range of action research in facilitating professional development.

DURATION	60 hours
DAY & TIME	Wednesdays 5:15 –7:15
TUTOR	Mr Henderson Eastman
COURSE FEE	\$660.00
SEMESTER DATES:	
Semester I	12 Sept 2016 - 16 Dec 2016
Semester II	09 Jan 2017- 12 May 2017
(Easter Break)	10 April 2017 - 21 April 2017

Additionally, the objective of this course is to further equip participants with innovative and complex bookbinding skills and finishing processes.

DURATION	60 hours
DAY & TIME	Mondays 5:15 –7:15 p.m.
TUTOR	Mrs Laureen Turton
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	Basic Bookbinding

This course will enable participants to improve their skills and knowledge about the counselling process. There is a practicum component which entails interviewing and working with clients.

Topics include: Theories of counselling, group stress control and management, alcohol abuse crisis intervention counselling, cross cultural counselling, communication skills and best-fit

DURATION	60 hours
DAY & TIME	Thursdays 5:15 –7:15 p.m.
TUTOR	Mr Anderson Kellman
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	Basic Counselling

Participants will become acquainted with the terms and in counselling, such as child abuse counselling references in the bookbinding process; the types of paperabuse counselling and family therapy. used to make books and the correct tools and equipment needed.

The course targets individuals who are desirous of more completely and which can also be applied acquiring the skill of bookbinding. Theories will be presented as conceptual fram through which counsellors can understand the deeper understanding of self.

This course targets individuals who (1) need to understand more about the theory of counsell need to increase their effectiveness as counsel considering becoming involved in counselling and (4) are experiencing difficulties coping wi challenges of everyday living.

DURATION	60 hours
DAY & TIME	Wednesdays 5:15 –7:15 p.m.
TUTOR	Mrs Laureen Turton
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

DURATION	60 hours
DAY & TIME	Tuesdays 5:15 –7:15
TUTOR	Miss Deidre Went
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 09 Jan 2017-12 May 10 April 2017 - 21 A 2017

conductive to learning. Emphasis will be placed on social and emotional learning.

Topics include: current brain research, learning styles, multiple intelligences, IQ versus EQ, identifying children with special needs, classroom management, cooperative learning, authentic learning and assessment, and teacher characteristics.

DURATION	60 hours
DAY & TIME	Thursdays 5:15 –7:15 p.m.
TUTOR	Ms Marcia Graham
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017-12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

schools, parents, teachers, caretakers and par volunteers.

Participants will become acquainted with a range of techniques and methodologies of teaching in various early childhood settings.

Topics include: History of early childhood education, understanding the young child, children and parents and safety, classroom management, quality nutrition, discipline and working with parents.

DURATION	60 hours
DAY & TIME	Mondays OR Tuesdays 7:15 p.m.
TUTORS	Mrs Catherine Black Ms Shelley Boyce Miss Joy-Ann Smith Mrs Olwin Walker Mrs Patricia Yearwood
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017

Participants who have successfully completed both levels of the programme will be eligible to undertake a six (6) week practicum. The practicum will be conducted during the months of October and November and participants will be requested to pay a fee of \$180.00.

Topics include: Developmental theories of philosophers, the learning environment, inclusion in early childhood education programmes, creativity and helping children manage conflict.

DURATION	60 hours
DAY & TIME	Thursdays 5:15 –7:15 p.m.
TUTOR	Miss Joy-Ann Smith Mrs Patricia Yearwood
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	Early Childhood Education Level I

workplace, in the church setting, at social occasions. Well here it is! The course will cover the following: Obstacles to effective communication, the essence of good oral and written communication, and the rudiments of the English Language.

Practical sessions will include oral presentations, argumentative and persuasive writing, report writing, memos, job applications, personal and business letters and curriculum vitae.

DURATION	60 hours
DAY & TIME	Mondays 5:15 –7:15 p.m.
TUTOR	Mrs Cecelia Rock
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

This course is intended for individuals who want to understand more about the functioning of the human mind and the processes which underlie behaviour. Persons in the helping professions or who are considering a career in psychology may apply.

DURATION	60 hours
DAY & TIME	Mondays 5:15 –7:15 p.m.
TUTOR	Mrs Allison King
COURSE FEE	\$660.00
SEMESTER DATES:	
Semester I	12 Sept 2016 - 16 Dec 2016
Semester II	09 Jan 2017- 12 May 2017
(Easter Break)	10 April 2017 - 21 April 2017
PREREQUISITES	None

adolescents, exceptional children, interventior in Special Education, and counselling skills in Education.

DURATION	120 hours
DAY & TIME	Tuesdays & Thursdays 7:15 p.m.
TUTOR	Mrs Harriet Blackmar
COURSE FEE	\$1220.00
SEMESTER DATES	
Semester I	12 Sept 2016 - 16 Dec 2016
Semester II	09 Jan 2017- 12 May 2017
(Easter Break)	10 April 2017 - 21 April 2017
PREREQUISITES	None

INTRODUCTION TO SPECIAL NEEDS

This course is designed to provide participants with the knowledge, skills and strategies necessary to teach

PLANNING for INSTRUCTION

This course will explore the importance of plan

levels of understanding techniques for enhancing their children's learning.

consultation and supervision in special education

DURATION	60 hours	DURATION	90 hours
DAY & TIME	Tuesdays 5:15 –7:15 p.m.	DAY & TIME	Wednesdays 5:00 – 8:00
TUTOR	Mr Timothy Best	TUTOR	Dr Junnie Lynch
COURSE FEE	\$660.00	COURSE FEE	\$940.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017	SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None	PREREQUISITES	Introduction to Special N

SPECIAL NEEDS PROVISION

This advanced course consists of six (6) modules. It will provide a more in-depth examination and analysis of special needs education theories and practices

STRATEGIES FOR TEACHING LANGUAGE AND ARTS

This course is designed to provide participants with contemporary strategies in the teaching of Language and Arts.

language arts experiences that will provide students with the skills and knowledge necessary for successful learning.

DURATION	60 hours
DAY & TIME	Tuesdays 5:15 –7:15 p.m.
TUTOR	Mrs Pamela Ifill
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

STRATEGIES FOR TEACHING MATHEMATICS

This course is designed to help participants effectively teach Mathematics. Participants will be encouraged to use best practices and a variety of strategies in the teaching of Mathematics.

Participants will be provided with skills and knowledge in developing unit and lesson plans based on primary and secondary curriculum. Additionally, content issues in mathematics will be addressed.

DURATION	60 hours
DAY & TIME	Mondays 5:15 –7:15 p.m.
TUTOR	Mr Ronald Small
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

STRATEGIES for TEACHING READING

This course is designed to provide participants with sound knowledge of the theories of reading. In this course, they will be engaged in practical activities that entail organising for reading instruction, and strategies for students in reading.

activities of learning about the BASICS of learning reading.

DURATION	60 hours
DAY & TIME	Thursdays 5:15 –7:15 p.m.
TUTOR	Mrs Andrea Cheltenham
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None

TECHNOLOGICAL SKILLS FOR THE 21ST CENTURY

This course is designed to provide participants with practical hands-on training in the operations and use of equipment for professional, educational and personal enhancement.

activities which will cover making presentations handling equipment, producing software, tech involving the creation of videos and Smartboard activities, Microsoft word, formatting text, ma graphics and constructing presentations inclu visuals, hyperlinks and presentation skills.

DURATION	60 hours
DAY & TIME	Wednesdays 5:15 –7:15
TUTOR	Mr Wesley Griffith
COURSE FEE	\$660.00
SEMESTER DATES: Semester I Semester II (Easter Break)	12 Sept 2016 - 16 Dec 2016 09 Jan 2017- 12 May 2017 10 April 2017 - 21 April 2017
PREREQUISITES	None