Erdiston Teachers' Training College

Division Of Continuing Education

Transforming Our Schools
While Enriching Our Communities

MISSION STATEMENT

*Erdiston Teachers' Training College provides high
quality training and professional development
for educators while advancing scholarly research
and facilitating the delivery of programmes that
are aligned with the educational needs of the public.*

CONTINUING EDUCATION COURSES

SEPTEMBER 2021 -MAY 2022

MISSION STATEMENT

Erdiston Teachers' Training College provides high-quality training and professional development for educators while advancing scholarly research and facilitating the delivery of programmes that are aligned with the educational needs of the public.

The following courses will be offered during the academic year September 2021– May 2022.

Please visit our website at **ettc.edu.bb** to gain access to the application forms and additional information on the application process.
<u>Courses which are undersubscribed will not be offered.</u>

PROGRAMME DESCRIPTION

This programme caters to all teachers from the public and private schools at the nursery, primary and secondary levels. In addition, persons from the general public who are desirous of improving their personal and professional development can also access courses in this programme. Participants are expected to approach the selected course with commitment and enthusiasm. Therefore, selection of the desired course(s) is critical. A certificate will be awarded to each person who successfully completes a course.

PROGRAMME LEARNING OUTCOMES

1. Use a variety of interactive strategies and methods to deliver instruction in diverse environments.

2. Demonstrate an understanding of the developmental stages and characteristics of the adult learner.

3. Demonstrate competence in utilising a variety of technologies and resources to enhance teaching and learning.

4. Apply strategies to cater to the needs of diverse adult learners.

5. Value the importance of lifelong learning and continuous professional development by tailoring content to meet the needs of the adult learner.

6. Demonstrate attitudes and behaviours consistent with ethical standards of the work environment.

7. Cater to the needs of the adult learner by delivering courses that promote continued growth and development.

8. Use a variety of appropriate assessment strategies to evaluate, guide and support instruction.

REGULATIONS

1. Applicants **MUST REGISTER AND PAY COURSE FEES IN FULL** by the registration deadline.

2. Teachers in the government service may access the programmes at a reduced cost. Hence, their forms **MUST** be **SIGNED** by the Principal and **STAMPED** with the stamp of the school to which they are attached.

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. Please also note that the collage is currently negotiating with SurePay to arrange for payments for courses.**

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. Participants are required to collect their certificates from the College and sign on receipt of the same.

ACTION RESEARCH

This course is designed to provide participants with opportunities to examine real life problems in the workplace and classroom. Methods will be devised for analysing these problems and exploring possible measures to be implemented.

Action research, like other types of research, is critical to educators and other social scientists. It is a continuous and reflective process that could provide a model 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; and the role of action research in facilitating professional development.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Wednesdays 5:15-7:15 p.m
COURSE TUTOR: Mr Henderson Eastmond
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

ADVANCED BOOKBINDING

This course is designed specifically for persons who have successfully completed the Basic Bookbinding course. Participants will be introduced to a range of more complex techniques and processes that will enhance and refine their existing bookbinding skills.
Hence, some of the techniques to be acquired will include sewing, hidden sewing, spines with no sewing, glue-free constructions and finishing processes.

Additionally, participants will be provided with opportunities to explore innovative and creative ways of designing and finishing books. Emphasis will be placed on the selection of materials of different textures based on purpose and use, and finishes that are professional and appealing to the eye. In addition, the advantages and disadvantages of all methods used will be discussed and demonstrated.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays 5:15 - 7:15 p.m.
COURSE TUTOR: Mrs Laureen Turton
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: Basic Bookbinding
MODE OF DELIVERY: Face to face and Online

ADVANCED COUNSELLING

This course is designed to meet the needs of persons who are in professions such as social work, counselling, teaching, policing and nursing.

Additionally, the course will enable participants to improve basic skills and knowledge about the counselling profession. There will be a practicum component which entails interviewing and working with clients.

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

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Thursdays 5:15 - 7:15 p.m.
COURSE TUTOR: Mr Anderson Kellman
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: Basic Counselling
MODE OF DELIVERY: Face to face and Online

ADVANCED SPECIAL NEEDS EDUCATION

This advanced course consists of six (6) modules. It is designed to provide more in-depth examination and analysis of the theories and practices of special needs education. Emphasis will be placed on experiential learning which will include case approaches and the development of practical strategies.

Topics include: Exceptional learners, curriculum approaches in Special Education, management of behaviour in children and adolescents, counselling consultation and supervision in special education.

DURATION: 90 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $880.00
COURSE DAY & TIMES: Wednesdays 5:00 - 8:00 p.m.
COURSE TUTOR: Dr Junnie Lynch
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: Introduction to Special Needs Education
MODE OF DELIVERY: Face to face and Online

BASIC BOOKBINDING

The objective of this course is to equip participants with bookbinding techniques. These techniques will enable them to preserve personal papers, repair and maintain old and damaged books, and design and construct books. They will also be made aware of the various methods of applications used in book binding.

In addition, participants will be familiarised with the terminologies in the bookbinding process. Participants will also become acquainted with the different styles, designs, and materials used at each stage of book binding; the types of paper used to make books and the correct tools and equipment needed.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Wednesdays 5:15 - 7:15 p.m.
COURSE TUTOR: Mrs Laureen Turton

COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

BASIC COUNSELLING

This course is designed to provide students with a knowledge of the basic counselling theories. The major psychological theories used to guide the therapeutic practice of professional counsellors will be addressed. Students will also be provided with a theoretical introduction to specialties in counselling, such as child abuse counselling, drug abuse counselling and family therapy.

Theories will be presented as conceptual frameworks through which counsellors will be provided with a clear understanding of their clients. Furthermore, participants will be provided with opportunities to   apply the theories in order to gain a deeper understanding of themselves.

This course targets individuals who (1) need to understand more about the theory of counselling, (2) need to increase their effectiveness as counsellors (3) are considering becoming involved in counselling others, and (4) are experiencing difficulties coping with challenges of everyday living.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Tuesdays 5:15 - 7:15 p.m.
COURSE TUTOR: Miss Deidre Went
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

CHILD PROTECTION EDUCATION: TOOLS FOR EARLY LEARNERS

This course is designed for Early Childhood Educators, day-care workers and parents. Participants will be equipped with the skills and knowledge on how to address issues relating to bullying, appropriate touch, and the correct way of reporting abuse.

Additionally, the theoretical underpinnings of child protection education will form part of the content of this course. Practical skills, as well as, age-appropriate instructional plans and activities will also be the focus of this course.

Topics include: Child abuse, bullying, methods of reporting child abuse, theory and practice of child protection and the impact of culture and religion.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Thursdays 5:15 - 7:15 p.m
COURSE TUTOR: Dr Kathy-Ann Bellamy
                     Dr Jennifer Crichlow
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

CLASSROOM MANAGEMENT

This course is designed to provide participants with techniques and skills which will enable them to address classroom management problems. Additionally, it will equip them with strategies for establishing a safe and comfortable learning environment. Participants will explore teaching strategies and approaches which will motivate students and enhance teaching and learning.
Emphasis will be placed on social and emotional learning. Additionally, the course will provide participants with classroom management strategies that will focus on promoting a positive classroom climate and environment conducive to teaching and learning.

Topics include: current brain research, learning styles, multiple intelligences, IQ versus EQ, identifying children with special needs, classroom management, classroom

arrangement, co–operative learning, authentic learning and assessment, and teacher characteristics.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Thursdays 5:15-7:15 p.m.
COURSE TUTOR: Mrs Allison King
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

CODING AND ROBOTICS

This course is intended to introduce participants to block coding using the programme, SCRATCH. It will also provide them with knowledge and skill of Educational ROBOTICS using VEX code and VEX Robots. Additionally, while the rudiments of block and coding are introduced, it is critical to note that an emphasis will be placed on the thinking processes that give rise to the code in order to realise maximum gains. Furthermore, the very nature of the approach to coding implies the importance of planning, testing, evaluating and tweaking. In this regard, during the course, mistakes are inevitable and it is important that participants feel comfortable learning from mistakes.

Finally, Educational Robotics will provide participants the opportunity to exercise their voice and choice in learning by engaging and participating in activities that demand the use of problem solving skills. In addition, Educational Robotics will require participants to be actively engaged in problem finding, problem construction, problem analysis, problem monitoring and problem evaluation. Additionally, some necessary attributes that will enable participants to reason strategically will be developed.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Tuesdays 5:15 - 7:15 p.m.
COURSE TUTOR: To be announced
COURSE DATES:

Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

EDUCATION CARE & DEVELOPMENT IN THE EARLY YEARS - LEVEL I

This course is designed for all persons who have responsibility for children from age one (1) year to eight (8) years old. This group includes early childhood providers in government and private day care centres and nursery schools, parents, teachers, caretakers and parent volunteers.

Participants will be familiarised 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 play, health and safety, classroom management, quality nutrition for life, discipline and working with parents.

DURATION: 60 Hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays OR Tuesdays 5:15 - 7:15 p.m.
COURSE TUTORS: Ms Shelley Boyce
                Ms Gale Carter
                 Ms Sabrina Connell
                 Miss Joyann Smith
                 Mrs Patricia Yearwood

COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

EDUCATION CARE & DEVELOPMENT IN THE EARLY YEARS - LEVEL II

This advanced course caters to teachers and caregivers who have successfully completed Level I. It will provide a more in-depth knowledge of Early Childhood Education with specific emphasis on curriculum-related issues.

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 $200.00.

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

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Thursdays 5:15 - 7:15 p.m.
COURSE TUTORS: Miss Joy-Ann Smith
                              Mrs Patricia Yearwood
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: Education Care & Development in the Early Years –
                              Level 1
MODE OF DELIVERY: Face to face and Online

EXPLORING YOUR ARTISTIC ABILITY

This course provides participants with knowledge and skills on how to produce various pieces of artwork. Furthermore, in this course participants will be allowed to share their experiences about the different forms of art. They will also be encouraged to explore innovative and creative ways of producing various pieces of art. Finally, participants will be afforded the opportunity to visit art exhibitions and galleries to gain firsthand knowledge about art.

Topics include: The nature of art, basketry; fabric design; decorative crafts; painting and mixed media; ceramics; drawing, colouring, mixing, printing, pottery, creative creation;

Caribbean art and artists, examples of important Caribbean artefacts, purposes and functions of Arts and crafts; field trips to galleries, studios, and artists at work; comparing, critiquing, judging and assessing artwork; valuing and offering artwork for sale and art entrepreneurship skills.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: To Be Announced
COURSE TUTOR: Dr Victor Agard
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

INTRODUCTION TO COVERSATIONAL SPANISH- BEGINNERS

This course is designed for individuals with little or no prior knowledge of the language, who are desirous of learning Spanish. Thus it's an introductory course.

It will provide participants with a basic knowledge of Spanish by developing interest in speaking Spanish. Topics include: Greetings and farewell, pronunciation and vocabulary, basic commands, cultural exposure and traditions, description of persons, objects, time, weather special occasions etc.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Wednesdays 5:15 -7:15 p.m.
COURSE TUTOR: Ms Evelyn Gragirena
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

INTRODUCTION TO EMOTIONAL INTELLIGENCE

This course is designed to provide participants with basic knowledge about emotional intelligence. It will enable them to increase their understanding of social and emotional behaviours and adapt and manage responses in given situations.

Additionally, participants will be provided with opportunities to develop competencies in managing their own emotions which would allow them to enhance interpersonal relationships in general and in the workplace.

Topics include: The meaning of emotional intelligence, skills in emotional intelligence, verbal communication skills, non-verbal communication skills and social management and responsibility.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Fridays 5:15-7:15 p.m.
COURSE TUTOR: Dr Junnie Lynch
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

INTRODUCTION TO SPECIAL NEEDS EDUCATION

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

It is a basic introductory course consisting of four (4) modules. It will provide a general overview of major theories and practices in the Special Needs field.

Topics include: Behaviour disorders in children and adolescents, exceptional children, intervention strategies in Special Education, and counselling skills in Special Education.

DURATION: 120 hours
COURSE FEE: Bds $1160.00
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Tuesdays & Thursdays 5:15 - 7:15

COURSE TUTOR: Mrs Harriet Blackman
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

INTRODUCTORY PSYCHOLOGY

The objective of this course is to introduce participants to the basic foundations of human behaviour and its application to everyday life.

Additionally, this course is intended for individuals who are desirous of understanding 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.

Topics include: Sensation and perception, motivation, emotion, theories of personality, stress, and development across the life span.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays 5:15-7:15 p.m.
COURSE TUTOR: Mrs Allison King
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

PARENTING SKILLS

This course is intended to provide participants with the knowledge, disposition and techniques needed to successfully raise children to become well-adjusted adults. Hence, the course will also enable participants to be cognizant of the challenges that may arise and

utilize techniques for overcoming them. The focus will, therefore, be on practical child-rearing methodologies that are based on extensive research.

Topics include: Roles and responsibilities of parents, factors that affect parenting styles e.g. personal, family, cultural and societal; techniques for facilitating social emotional development: self-esteem, self-efficacy, discipline and accountability to name a few.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays 5:15-7:15 p.m.
COURSE TUTOR: To be Announced
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

PLANNING FOR INSTRUCTION: TRAINER OF TRAINERS' COURSE

This course is designed for trainer of trainers namely, instructors who conduct classes in the community or church, business or other organisations, teachers at the primary and secondary levels as well as parents who are desirous of understanding techniques for enhancing their children's learning.

Participants in this course will explore the importance of planning and examine the process of planning for instruction. They will be engaged in practical activities designed to develop skills in devising instructional plans (units of work) and formulating individual lessons.

Topics include: Teaching strategies, lesson and instructional plans, methods of implementing instruction, evaluating instruction and task analysis.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays 5:15-7:15 p.m.
COURSE TUTOR: Mr Timothy Best
COURSE DATES:

Semester I: 09 September 2019-13 December 2019
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

SOFT SKILLS FOR THE WORKPLACE

This course is designed to provide participants with understanding of soft skills. They will examine the importance of soft skills and practise the development of the skills. In addition, participants will be provided with opportunities to display the application of the skills in the work environment through simulation.

Topics include: What are soft skills?
The importance of soft skills, developing key traits of soft skills, survival strategies for balancing self, work and family life, Conflict resolution skills and decision making skills

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Wednesdays 5:15-7:15 p.m.
COURSE TUTOR: Mr Winston Mayers
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

STRATEGIES FOR TEACHING LANGUAGE ARTS

This course is designed to provide participants with   contemporary strategies in the teaching of Language Arts. Participants will investigate specific, practical and effective methods for the teaching of Language Arts based on current theory and research.

Through a performance-based approach, candidates will explore materials and organisational strategies that enable them to effectively plan, assess and implement

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

Topics include: The components of language arts, knowledge about language arts, the reading process, grammar and usage, the language arts classroom, the listening process, types of listening and the connections between reading and writing.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Tuesdays 5:15-7:15 p.m.
COURSE TUTOR: Mrs Pamela Ifill
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 - 13 May 2022
Easter Break: 11 April 2022 - 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

STRATEGIES FOR TEACHING MATHEMATICS

This course is designed to help participants teach Mathematics effectively. Participants will be encouraged to use best practices and a variety of strategies in the teaching of Mathematics.
In this course, participants will also explore research-driven approaches to teaching Mathematics at the primary and secondary levels. They will be engaged in practical activities which will include different forms of assessment.

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

Topics include: Decimals, proportional reasoning, assessing students' learning, algebraic thinking, measurement, geometry and geometric thinking, data management and analysis, problem solving, planning for instruction in mathematics and contemporary issues in mathematics.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00

COURSE DAY & TIMES: Mondays 5:15-7:15 p.m
COURSE TUTOR: Mr Ronald Small
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

STRATEGIES FOR TEACHING READING

This course is designed to provide participants with sound knowledge of the theories of reading. They will also be engaged in practical activities that will entail organising for reading instruction, and assessing students in reading. In addition, it is intended for teachers at the primary level, as well as members of the public who are desirous of acquiring the BASIC skills in the teaching of reading.

Topics include: Phonemic awareness, phonics instruction, sight words, comprehension, the reading process, stages in reading development and oral reading. There will also be exposure to Remedial Reading strategies.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Thursdays 5:15-7:15 p.m.
COURSE TUTOR: Mrs Andrea Cheltenham
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

SUPERVISORY MANAGEMENT

This course is designed to equip participants with knowledge and skills of the management functions which supervisors are expected to perform. Therefore, it will provide them with a clear understanding of the roles and responsibilities of a Supervisor.

Thus, participants will be engaged in practical exercises and scenarios, which will enable them to apply critical skills and techniques within their work environment. Furthermore, the skills and competencies gained from this course will assist participants in performing motivational and leadership roles effectively. Additionally, it is aimed at enhancing their ability to address problems related to employees' performance, as well as how to manage day–to-day issues and develop teamwork.

Topics include: organizational communication, motivation and work attitudes, addressing disciplinary and grievance issues, negotiation, conflict management, team building, the functions, roles and responsibilities of supervisors, leadership styles, effective delegation, employment law, problem solving and decision making and evaluating of employees' performance

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES:
COURSE TUTOR
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 04 January 2022 – 15 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

TECHNOLOGICAL SKILLS FOR THE 21ST CENTURY

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

This practical approach will allow participants to build confidence, as they use the various forms of technologies to enhance teaching and learning. Additionally, it will equip them with skills which will assist in trouble-shooting and solving problems.

Topics include: Preparation of presentations, setting up of equipment, software production, creation of videos and use of SMART Board, Microsoft word, formatting text, manipulating graphics and designing presentations using visuals, and hyperlinks.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**

COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Wednesdays 5:15-7:15 p.m.
COURSE TUTOR: Mr Wesley Griffith
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

WRITING FOR THE WORLD OF WORK

This course is designed to assist participants in developing the skills needed to present information for specific purposes and audiences associated with the world of work. The course will guide participants through the process of prewriting, drafting, revising, and publishing as well as the essentials of effective oral and written communication and the rudiments of the English Language.

Additionally, participants will be provided with opportunities to publish samples of their written work in simulated workplace settings. Furthermore, the course is designed to enable participants to communicate with confidence in the workplace, in the church setting and on social occasions.

Topics include: The importance of writing in the workplace, the process of workplace writing – prewriting, drafting, revising, publishing; ethical writing, Writing letters, memos, applications, requests, resumes, curriculum vitae, computer and workplace writing and report writing.

DURATION: 60 hours
APPLICATION FEE: Bds $60.00 **(Non Refundable)**
COURSE FEE: Bds $600.00
COURSE DAY & TIMES: Mondays 5:15-7:15 p.m.
COURSE TUTOR: Miss Beverley Parris
COURSE DATES:
Semester I: 13 September 2021 - 17 December 2021
Semester II: 10 January 2022 – 13 May 2022
Easter Break: 11 April 2022- 22 April 2022
COURSE PREREQUISITES: None
MODE OF DELIVERY: Face to face and Online

For Further information, please contact:

Mrs Catherine Gibson/Mrs Angela Collymore

Telephone No: 535-3247

Erdiston Teachers' Training College