

**THE SUMMER ONLINE TEACHING INSTITUTE at ECC**  
**A 5-week Teaching Online Certification Program**  
**June 23 – July 24, 2008**

**Enroll in the Summer 2008 Online Teaching Institute to become certified to teach online at ECC. Registration is now open! (Only 14 seats available)**

This five-week *Summer Online Teaching Institute at ECC* will focus on certification for new distance education faculty. Faculty will receive hands-on training with using the ETUDES-NG course management system. In addition, new online faculty may also enroll in the second part of the Institute to receive training on the process to build content to teach online. **Part One** of the Institute will cover the **Introduction to ETUDES-NG** course management system, which includes one full week of classroom meetings and one-week of online wrap-up. **Part Two** of the Institute will cover the **Teaching Online: Building Content** training which includes two mandatory classroom meetings as well as online course work over a three-week period. **The classroom meetings will be held in the Faculty and Staff Training Room #19, West Basement of the Library.**

**PART ONE: Introduction to ETUDES-NG (2 Weeks)**

This focused ETUDES-NG training will be Instructor-led with hands-on assistance on the completion of each module. The course will cover the basic tools and features of the ETUDES-NG course management system. Topics include the Lesson Builder, Communication Tools, Assessment Tools, and Extras. **Please Note:** Participants are expected to complete some readings and assignments outside of class. **Participants will receive 20 hours of Flex Credit for Part One. In addition, participants will receive a Certificate of Completion after successfully completing all modules.**

WEEK 1 – June 23, 2008	WEEK 2 – June 30, 2008 (ONLINE)
Day 1: 1-3pm – Introductions, Login Information, Overview Day 2: 9-3pm – Module 1-5 (45 minute lunch break) Day 3: 9-3pm – Module 6-10 (45 minute lunch break) Day 4: 9-3pm – Module 11-15 (45 minute lunch break)	<ul style="list-style-type: none"> <li>• Complete all Assignments and Tasks</li> <li>• Practice Course Review</li> <li>• <b>Issue Certificate of Completions</b></li> </ul>

**PART TWO: How to Teach Online: Building Content (3 Weeks)**

This three-week hybrid course will be delivered using both mandatory face-to-face meetings and online instruction (2 face-to-face and 1 online). The course is designed for faculty who are interested in preparing course material for teaching online. The focus is on building content that can be used in any course management system. **Participants will receive 9 hours of Flex Credit for Part Two. In addition, participants will receive a Certificate of Completion after successfully completing all modules.**

WEEK 3	WEEK 4	WEEK 5
<b>July 9, 2008: 1-4pm</b> Module One and Two: Steps to Designing an Online Course and Concept Mapping	<b>ONLINE</b> Module Three and Four: Designing a Module and Adding Learning Objects and Enhancements	<b>July 23, 2008: 1-4pm</b> Module Five and Six: Facilitation Techniques and Course Management System Options <b>Issue Certificate of Completions</b>

**INFORMATION**

For more information regarding the Summer Online Teaching Institute at ECC, please contact Ms. LaTonya S. Motley, Trainer/Instructional Technology Specialist at [lmotley@elcamino.edu](mailto:lmotley@elcamino.edu) or 310-660-6452.

**You may register online at**  
**<http://www.elcamino.edu/administration/staffdev/registration.asp>**  
**or by phone at 310-660-3872.**  
**Remember to identify the program title, date and time.**