Professional Development
Course Syllabus

Course Number: EDMY5242 (Sec. )  Sponsor ID: 214019
Course Title: 24/7: Facilitating International and Cross-Cultural Student Travel
 Student must register online with My 24/7 Education at www.nnu.my247ed.com
Instructor: Tod Whitman  Continuing Education Credit(s):  2
Total Cost for Credit: $160.00 Plus Individual Course Fees – all course fees paid direct to My 24/7 Education.

NOTE: Continuing Education courses are designed for professional development and do not normally count toward an academic degree.

1. Educational Goals for the Course - Educators will:
   - Learn how to make international and cross-cultural travel educational, informative, and a life-changing experience.
   - Enhance his or her leadership abilities.
   - Explore health and safety strategies for student travel situations.

2. Instructional Learning Objectives – Educators will:
   (What will participants learn and put into practice as a result of completing this process?)
   - Develop leadership skills necessary to lead a group of students on an international travel experience.
   - Learn orientation strategies designed to make the international students’ travel experience safe and meaningful.
   - Determine how best to use social networking sites for student travel.
   - Gain knowledge of health and safety procedures and best practices to ensure a safe and happy trip for students.
   - Develop skills designed to enhance situational awareness during travel.
   - Learn ADA basics and HIPAA privacy rules as they pertain to student travel.

3. Course Requirements – Educators will:
   In Class:
   - Attend all instructional sessions.
   - Participate in brainstorming sessions.
   - Participate in instructor-led discussions on all topics.
   - Complete in-class activities as presented by instructor.
   Out of Class:
   - Successfully complete online quizzes.
   - Complete a journal documenting/critiquing all activities.
   - Develop and complete a welcome/orientation packet for students
   - Demonstrate best practices uses of social networking
   - Generate framework for HIPAA and ADA compliance for their specific student groups

4. Dates, Times and Location of Proposed Course:
   (1 Semester Credit Equals 15 Professor Contact Hours plus an additional 30 Hours outside Work)
   Internet course - exact dates and times TBD - time required will meet accreditation requirements of 45 hours combined online and individual study per credit. Each student will determine his/her beginning and ending date within a six-month time frame.

5. Due Date for Completion of Course Requirements:  Last day of class.

6. Learning Resources and Required Text:  Direct instruction with leaders, online discussions, e-mail, online chats, online resources and website, and supplemental instructional materials.

7. Evaluation Procedure: Pass/Fail

Teachers need to attend and participate in all scheduled instructional time as defined by the course requirements within the time schedule. Additionally, teachers will need to complete all activities as assigned by instructors.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>attend all instructional sessions</td>
<td>10%</td>
</tr>
<tr>
<td>participate in brainstorming sessions</td>
<td>10%</td>
</tr>
<tr>
<td>participate in instructor-led discussions on all topics</td>
<td>30%</td>
</tr>
<tr>
<td>complete in-class activities as presented by instructor</td>
<td>30%</td>
</tr>
<tr>
<td>successfully complete online quizzes</td>
<td>20%</td>
</tr>
</tbody>
</table>

Total: 100%

Grading: 100% to 70% = Pass
69% to 0% = Fail

Center for Professional Development
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