Professional Development
Course Syllabus

Course Number: EDAD 5730 (Sec. )  Sponsor ID: 187550
Course Title: ASCD: Substitute Teaching: The Basics

Two-step Registration Process: 1) Register and pay for course with ASCD (www.ascd.org) 2) Register for credit with NNU (www.nnu.edu/cereg)

Instructor: Barbara Rainey  Continuing Education Credit(s): 1  Total Cost for Credit: $80.00

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

1. Educational Goals for the Course: This course introduces the basics of effective substitute teaching that include the use of a sub pack, the value of preparation, and activities appropriate for any age group or subject. In completing this course, substitute teachers are helping to ensure that the absence of the students’ regular teacher doesn’t result in a lack of learning.

2. Instructional Learning Objectives:  
Participants will:
   - Identify sub pack components.
   - Explore the value of preparation.
   - Investigate age-appropriate activities.

3. Course Requirements:  This course is available only to those who have registered with and purchased the course from ASCD (www.ascd.org, then select PD Online Courses)  
Participants will be required to:
   - Complete all lessons.
   - Submit a reflection paper, detailing what was learned and how the knowledge will be applied.
   - Submit reflection paper in a Word document attachment to:
      Barbara Rainey  BRaineyReader@aol.com
      c/o Northwest Nazarene University
      623 Holly St., Nampa, ID 83686
      800-349-6938 * fax 208-467-8426

4. Dates, Times and Location of Proposed Course:  
(1 Semester Credit Equals 15 Professor Contact Hours plus an additional 30 Hours Outside Work)  
TBD - Participants may have up to six months to complete course. Course completion date must be determined at time of registration.

5. Due Date for Completion of Course Requirements: Within six months of start date.


7. Evaluation Procedure: Pass/Fail