

Planning and Administering Digital Education (OTA-621 and OTA-631)

provided through a partnership between



COURSE DESCRIPTION

The **Planning and Administering Digital Education** courses (I & II) are two sequenced, three-week, online courses that will enable K–20 educational leaders and school administrators to attain the knowledge and skills needed to be effective leaders of online educational programs.

GOAL

Provide educational leaders and school administrators with a comprehensive understanding of instructional management and support required for successful deployment of K–12 online learning.

AUDIENCE

School Principals, Assistant Principals, Counselors, County/State Educational Staff, School Board members; and/or online educational leadership from charter schools and/or privately operated online education ventures.

COMPETENCIES

After completing both courses, participants will be able to:

Design & Development (OTA-621)

- Understand and discuss the benefits of online education programs; emphasizing what virtual learning environments provide that strengthens and improves traditional programs
- Identify the technology systems and human resources required to implement online learning in a public or private school

Administration and Supervision (OTA-631)

- Describe the cost, funding, and budget implications of online learning
- Select and prepare teachers for online programs
- Describe evaluation and assessment methods for online learning
- Describe ethical/legal issues associated with online learning

Participants will develop prototype plans for managing online learning in their school(s) and present this to their classmates at the end of the course.s.

PROFESSIONAL STANDARDS

Course content and learning activities in the Planning and Administering Online Education Programs courses are aligned to the iNACOL National Standards for Quality Online Programs. (See: [iNACOL National Standards for Quality Online Programs—2009](#)) and the National Educational Technology Standards for School Administrators (NETS*A) developed by the International Society for Technology in Education. (See: [NETS for Administrators—2009](#))

OTA-621 and OTA-631 (Page 2)

DELIVERY

Participants in both courses are required to post written responses to assignments in a discussion forum using the Moodle instructional management system. The vast majority of participation required in OTA-621 & 631 occurs in asynchronous mode and involved the use of the Moodle discussion forums.

Each course will additionally schedule two synchronous web conferences per week using the Wimba Online Classroom. Participants are required to attend one of these two online, events per week.

During week three of each course, participants are asked to make brief web-based presentations focusing on implementation (OTA-621) and Assessment/Evaluation Plans (OTA-631).

Slides from individual presentations are shared with the group to provide each participant with a repertoire of highly situated implementation and evaluation strategies and scenarios that online learning leaders can draw upon and "adapt" for local use.

DATES*

OTA 621: June 11–July 2, 2012

OTA 631: July 16–August 6, 2012

Also scheduled upon request.

COST

\$300 each session

CONTINUING EDUCATION UNITS

30 CEUs for each class (teaching or administrative)

GRADUATE CREDIT

Optional Graduate Credits: 1–2 credits per 3 week session are possible. Please contact Karen Johnson for further information.

FOR MORE INFORMATION CONTACT:

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To register: Visit www.mnscsc.org. Click on Events and Registration.

Note: All OTA's online courses are "accessible" and ADA Section 504 Compliant.