EXHIBIT D

TECHNOLOGY COURSES USEFUL FOR ADMINISTRATORS

Course title	Course description
Office 365 for Administrators	Upon successful completion of this course, participants will be able to utilize tools in Office 365 as productivity tools. Participants will also be able to navigate the Microsoft Educator Community to receive targeted online professional development.
Imagine Learning	General Use and Implementation
Interactive White Boards	General Use and Incorporation into lesson plans
Microsoft Educator Community	MEC logins, site navigation, course lists
Sway	General Use and Implementation in the classroom.
OneDrive	General Use and Implementation in the classroom.
Skype	General Use and Implementation in the classroom.
Parentlink	Sending mass messages through Parent Link
Promethean Board	This course introduces the main features of the Promethean Board and will guide participants through the basic skills required to create flip-charts and use the system.
Promethean Board	Connections, ActivInspire Software - Tools Bar
School City	Creating Common Formatives
School City	AKO/CFA/Reports Training
School City	School City Item Bank Item Creation
School City	Administering Benchmarks and Retrieving Scores
School City	Reports and Pivot Table
SchoolCity	SchoolCity Scan and Reports
SuccessMaker	Program Use and Reports
LAD Language Learning Symposium for K-12 Administrators, ELD, Dual Language Teachers	Best practices for second language learners, sheltered instruction, and Technology Integration for SEI and TWDL classrooms.
Understanding Synergy Screen Elements	This is a user-based training on procedures to effectively understanding Synergy screen elements in the Synergy SIS platform.
Viewing Synergy Data: Search Techniques	This is a user-based training on procedures to effectively search and view data in the Synergy SIS platform.
Using Instructional Technology in the Classroom	The course will focus on the use of Office 365, Windows 10, Interactive White Boards and Document Cameras in the classroom. This class will help participants create lessons which are more interactive and student centered, increase student engagement and strengthen student retention of concepts.