



# After-School Workshops At-A-Glance Winter/Spring 2011

The Staff Development Department is pleased to offer the following professional development opportunities. Workshops are filled on a first come, first serve basis with priority given to the target audience. Please check the Winter/Spring 2011 booklet or PD Place for full descriptions of workshops, workshop locations and times.

Registration should be done through PD Place (<https://pd.lkdsb.net>). Please contact the HelpDesk at [pdplacemail@lkdsb.net](mailto:pdplacemail@lkdsb.net) for assistance or questions regarding PD Place. If canceling your registration within 5 days prior to the workshop date, please notify Nancy Van Daele at 519-336-1530, extension 31487 or [vandaena@lkdsb.net](mailto:vandaena@lkdsb.net).

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## How to Use - PD Place

### How to Access?

- ☛ Access the program through Internet Explorer at <https://pd.lkdsb.net> (from home or at school).

### How to Log In?

- ☛ Type in your GroupWise **username**, which is the first 6 letters of your surname and the first 2 letters of your first name.
- ☛ Type in your **Password**. This is your employee ID number which can be found on the top left hand corner of your pay stub.
- ☛ You will now be on the "**Workshop**" page.

### Workshop Page

- ☛ There are 5 ways you can search and register for a workshop
  1. Select "**Browse Upcoming Workshops**" for a listing of all available workshops.
  2. Type in the workshop title and click "**Submit**".
  3. Click on a link to a "**Specific Workshop**" to view workshops offered for a specific target group.
  4. If you know the workshop number, you can do a "**Search**" by typing the workshop number in the search box at the top and click on "**Search**".



5. Select "**Advanced Search**". You will be able to search for a workshop by filling in any of the information requested.

Once you have registered for a workshop, you will receive a **GroupWise email** confirming your registration.



## To View Your Registrations

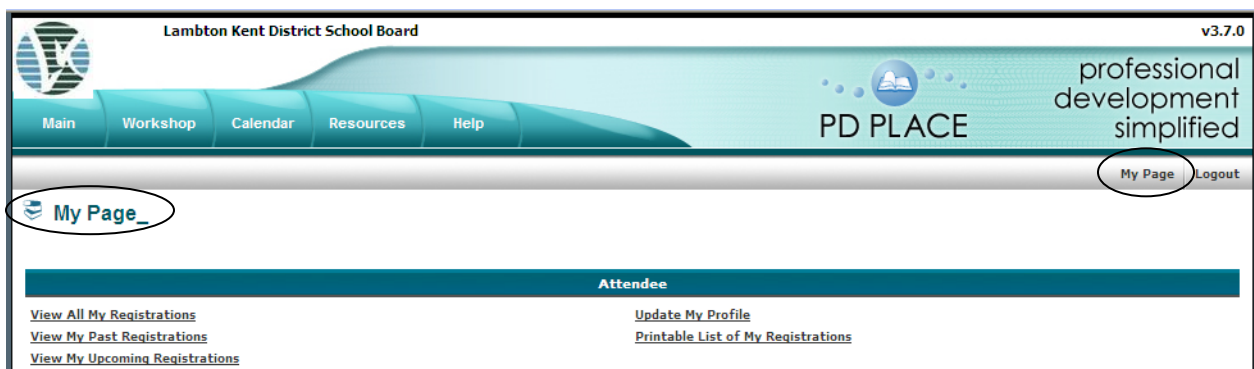
- ☛ Scroll down to the bottom of the Workshop Page to view your current registrations.
- ☛ Select "**Registrations**". This will list any workshops you are currently registered for and those you have completed.

## Cancel Your Registration

- ☛ Scroll to the bottom of the workshop page or select "**Registrations**". Click on the "**Unregister**" option for the workshop you wish to cancel. You will receive a GroupWise email confirming your cancellation. **If the registration deadline has past you will not be able to unregister yourself, you will need to contact the PD Place Help Desk at [pdplacemail@kdsb.net](mailto:pdplacemail@kdsb.net).**

## My Page

- ☛ "**My Page**" allows you to select and use several features of the PD Place.



# Workshops

## Elementary Curriculum

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6454	Drama for the fun of it!	Feb 28
6453	Drama for the fun of it!	March 2
6455	Guided Reading in the Primary Classroom	March 2
6456	Guided Reading in the Primary Classroom	March 9
6431	Junior Math - Geometry	April 26
6435	Junior Math - Geometry	April 28
6434	Junior Math - Probability	March 28
6432	Junior Math - Probability	March 30
6437	MUSIC K-4	April 18
6430	MUSIC K-4	April 19
6428	Primary Networking Meeting - Teaching Mathematics Through Problem Solving	Feb 22
6429	Primary Networking Meeting - Teaching Mathematics Through Problem Solving	Feb 24
6419	Smart Boards - Screen Capture Tool	Jan 6
6439	Smart Boards - Screen Capture Tool	Jan 12
6440	Smart Boards - Screen Capture Tool	Jan 12
6436	Visual Arts - PUPPETS	April 12
6433	Visual Arts - PUPPETS	April 14

## Secondary Curriculum

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6452	Learning History Through the Arts	April 7
6449	Learning History Through the Arts	April 14



# Workshops

## Special Education

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6444	Kurzweil 3000 - for Beginners	Feb 15
6445	Kurzweil 3000 - for Beginners	Feb 15
6446	Kurzweil 3000 - for Beginners	Feb 16
6447	Kurzweil 3000 - for Beginners	Feb 16
6417	Special Education 101 for the Classroom Teacher	Jan 11
6418	Special Education 101 for the Classroom Teacher	Jan 18

## Tribes Training

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6443	Engaging Students by Listening to Their Voices - Part 3	Jan 13
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Presented by  
Lambton-Kent District School Board  
Staff Development  
Winter/Spring 2011

