

Professional Development & Flex Workshops

January 18-20, 2012

Check the [Staff Development Web Page](#) for workshops descriptions. All workshops are drop-in unless otherwise noted. College Convocation is intended for all employees. COM offices will be closed. Credit faculty have an obligation to complete a designated number of Flex hours each semester. See the Staff Development Web Page for Flex Guidelines and requirements.

Wednesday, January 18	Thursday, January 19	Friday, January 20
<p>9:00-10:00 a.m. Moodle Session One: Open Studio for Experienced Users* Library Information Literacy Classroom</p> <p>10:00-11:00 a.m. Emergency Preparedness: What You Should Know LC 38</p> <p>10:00-12:00 p.m. Moodle Session Two: Introduction to Moodle Layout, Navigation and Communication* Library Information Literacy Classroom</p> <p>12:00-1:00 p.m. Moodle Session Three: Discover Online Writing Support for All COM Students in the New Moodle OWC* Library Information Literacy Classroom</p> <p>1:00-3:00 p.m. Moodle Session Four: Design & Practice with Adding Resources & Activities & Simple Gradebook Features* Library Information Literacy Classroom</p> <p>1:00-2:00 p.m. Suicide Prevention: What You Should Know LC 38</p> <p>2:00-3:00 p.m. Emergency Preparedness: What You Should Know LC 38 (Repeat of morning session)</p> <p>3:00-4:00 p.m. Moodle Session Five: Open Studio for Experienced Users Focusing on Grading in Moodle* Library Information Literacy Classroom</p> <p>6:00-8:30 p.m. Part-time Faculty Orientation Deedy Staff Lounge</p>	<p>10:00-11:00 a.m. President's Open Forum & College Update Deedy Staff Lounge</p> <p>11:45-1:00 p.m. Joint Department Chairs Meeting AC 108</p> <p>12:30-1:30 p.m. President's Open Forum & College Update Building 17, Room 100, IVC Campus</p> <p>1:00-2:00 p.m. Coming Up for Air: Learning to Manage Stress and Lengthen Your Life Deedy Staff Lounge</p> <p>2:30-4:30 p.m. Professional Development Training for COM Managers and Supervisors Deedy Staff Lounge (Note: This workshop is limited to and mandatory for District managers and supervisors.)</p>	<p>Spring College Convocation</p> <p>8:30-9:00 a.m. Coffee & Conversation Gymnasium, P.E. Building</p> <p>9:00-11:00 a.m. Spring College Convocation Program <i>College-wide Community Building Activity for All Faculty and Staff</i> Gymnasium, P.E. Building <i>(Mandatory Professional Development &/or Flex activity for full-time employees.)</i></p> <p>1:30-3:30 p.m. Department Meetings Check Dept. Chair for location <i>(Mandatory Flex activity for full-time faculty.)</i></p>

*All Moodle training sessions are hands-on and require registration due to space limitations. The Open Studio sessions at 9:00 a.m. and 3:00 p.m. are for experienced users. All other sessions are intended for all levels. For a complete description of each session, go to the [Staff Development Web Page](#). **To register for Moodle training:** Email Rose Jacques at rose.jacques@marin.edu or call 485-9594. Be sure to let her know what sessions you wish to attend!