

# PROFESSIONAL PORTAL COURSE CATALOG

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## EXECUTIVE SUMMARY

The Office of Instructional Technology & Distance Education (ITDE) aims to provide access to quality online educational experiences to support digital learners, both students and professionals alike, and employ innovative uses of technology to enhance teaching and learning across the CNMI. The office is focused on serving CNMI PSS students, teachers, staff, leaders, and community stakeholders through its main programs: 1) Student Portal Program, 2) Professional Portal Program, 3) Educational Technology Training Program, 4) Aspiring Leaders Program, 5) 21st Century Professional Development for educators, 6) Distance Education Centers, and 7) Digital Skills Education for Students.

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## PROFESSIONAL PORTAL PROGRAM OVERVIEW

The Professional Portal Program provides learning opportunities for professionals from both private and public institutions. Course offerings include Board of Education (BOE) certification and licensure courses as well as enrichment courses for professional growth. These courses are taught by certified personnel of the CNMI Public School System.

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## MISSION

To provide access to quality online educational experiences to support digital learners across the CNMI.



## VISION

To employ transformative uses of technology in innovative ways to enhance teaching and learning across the CNMI.



## HELPFUL LINKS

- ITDE Organizational Chart - [bit.ly/itdeorgchart](https://bit.ly/itdeorgchart)
  - Professional Portal Video - [bit.ly/profportalvideo](https://bit.ly/profportalvideo)
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*This program is facilitated by the CNMI Public School System's  
Office of Instructional Technology & Distance Education*



# COURSES REQUIRED FOR ENDORSEMENT

These courses are based on the requirements from the CNMI State Board of Education. For more information, please visit [cnmipss.org/state-boe-certification](http://cnmipss.org/state-boe-certification)

## CLASSROOM TEACHERS CERTIFICATION

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### Elementary Education Endorsement

#### Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

#### Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Tests & Measurements
- Language Arts Methods
- Math Methods
- Science Methods
- Social Studies Methods
- Curriculum in Early Childhood Education

### Early Childhood Education Endorsement

#### Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

#### Standard:

- Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Curriculum in Early Childhood Education
- Guiding and Nurturing Young Children
- Education for Parenthood
- Safety, Health and First Aid for Young Children
- Administration in Early Childhood Education
- Introduction to Exceptional Individuals

### Early Childhood Special Education Endorsement

#### Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

#### Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Philosophical, Historical and Legal Foundations of Early Childhood
- Intervention and Special Education
- Health, Safety and Medical Aspects of Children with Special Needs
- Fundamentals Child Growth and Development; Partnerships and Families
- Evaluation and Assessment
- Program Implementation in Natural Environments

# Special Education Endorsement

## Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

## Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Tests and Measurements
- Student Evaluation for Special Education
- Behavioral Modification in the Classroom
- Modification and Adaptation of Curriculum for Special Education Students
- Medical Implication of Special Education Students in the Classroom
- Current Issues in Special Education

# Secondary Education Endorsement (for Junior and Senior High School Teachers)

## Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

## Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Tests and Measurements
- Methods in Content Area
- Three (3) Courses in Content Area (9 credits)

# Chamorro/Carolinian Language & Heritage Studies Endorsement

## Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

## Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Reading Diagnostic
- Evaluation and Assessment in Bilingual
- Historical and Philosophical Foundation of Bilingual
- First and Second Language Acquisition
- Chamorro and Carolinian Orthography

*Any teacher who had obtained and completed the course requirements of the Specialized Certificate in Bilingual will only need to take the following courses or equivalent:*

- Instructional Technology
- NMI History/Pacific Institute (NMI)
- Reading Diagnostic

# Special Education Related Service Provider

## Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

## Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Multicultural Education/Teaching Linguistically Diverse Students

## CAREER AND TECHNICAL CERTIFICATION

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### Instructor II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

### Specialized:

- Computer Technology
- Instructional Strategies and Classroom Management
- Instruction in Teaching Linguistically Diverse Students
- Instruction in Planning and Assessment
- Occupational Competency as approved by PSS

## CHAMORRO CAROLINIAN LANGUAGE & HERITAGE STUDIES CERTIFICATION

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### Instructor II:

- Introduction to Teaching
- Classroom Management
- Instruction in Planning and Assessment for Diverse Classrooms
- Multicultural Education / Teaching Linguistically Diverse Students
- Chamorro or Carolinian Orthography
- Instructional Technology
- First and Second Language Acquisition
- Inclusive Practices for Students with Special Needs

### Specialized:

- Computer Technology
- Instruction in Teaching Linguistically Diverse Students
- Instruction in Chamorro/Carolinian Language Arts
- Instruction in Planning and Assessment for Diverse Classrooms
- Instruction for Students with Disabilities
- Instruction in Lesson Planning and Classroom Management
- Chamorro or Carolinian Orthography

# EARLY CHILDHOOD EDUCATION INFANTS & TODDLERS CERTIFICATION

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## Instructor II:

- Managing Health and Safety
- Toddlers and Preschoolers
- Infant in Child Care
- Toddler in Child Care
- Child Development and Guidance
- Parents and Child Care
- The Early Childhood Professional
- Observing, Recording, and Assessing Children's Development
- Principles of Child Development and Learning

## Specialized:

- Computer Technology
- Curriculum in Early Childhood Education
- Education for Parenthood
- Guiding and Nurturing
- Safety and First Aid for Young Children
- Administration in Early Childhood Education
- Introduction to Exceptional Individuals

# EARLY CHILDHOOD EDUCATION PRE-KINDERGARTEN CERTIFICATION

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## Instructor II:

- Introduction to Teaching
- Classroom Management
- Instruction in Planning and Assessment for Diverse Classrooms
- Multicultural Education/ Teaching Linguistically Diverse Students
- Instructional Technology
- Instructional Strategies
- Inclusive Practices for Students with Special Needs

## Specialized:

- Computer Technology
- Curriculum in Early Childhood Education
- Education for Parenthood
- Guiding and Nurturing
- Safety and First Aid for Young Children
- Administration in Early Childhood Education
- Introduction to Exceptional Individuals

# SCHOOL ADMINISTRATORS CERTIFICATION

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## Professional:

- Introduction to School Administration
- Instructional Supervision and Evaluation (Clinical Supervision)
- School Law/Education Law
- School Personnel
- School Finance
- Instructional Leadership and Supervision Seminar
- Facilitative Leadership Seminar

# SCHOOL COUNSELORS CERTIFICATION

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## Basic II:

- Computer Technology
- Test and Measurements
- Introduction to Counseling
- Issues and Philosophies of Culturally Diverse Schools
- Multicultural Counseling
- Counseling Process: Theory
- Counseling Process: Practice

## Standard:

- Instructional Technology
- NMI History/Pacific Institute
- Dynamics of Individual Behavior
- Individual and Group Assessment
- Group Counseling
- Prevention & Outreach
- Career Counseling and Placement

# SCHOOL LIBRARIANS CERTIFICATION

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## Basic II:

- Multicultural Education/Teaching Linguistically Diverse Students
- Teaching Reading
- Inclusive Practice for Students with Learning Disability
- Instructional Strategies/Classroom Management
- Internship or Mentoring Program
- Computer Technology

## Standard:

- Instructional Technology
- NMI History/ Pacific Institute
- School Library Administration
- Evaluation and Access of School Library Materials
- Children Literature or Young Adult Literature
- School Library Material and Curriculum
- Technology and the School Library

# COURSE DESCRIPTIONS

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## Administration in Early Childhood Education

This course introduces students to computer technology needed to teach at the elementary level. Topics include technology projects using audio, video, communications, and interactive multimedia. This course provides educators and education majors with a hands-on introduction to the use of Macintosh computers and computer applications. This course introduces them to the Macintosh operating system, to common computer terminology, and to common computer application skills including word processing, databases, spreadsheets, multimedia, and the Internet. Emphasis is placed on the practical use of these skills in the educational setting.

## Behavioral Modification in the Classroom

This course gives greater depth and insight that is required for student practitioners preparing to work in Special Education and Rehabilitation and Human Services. This Course serves as an introductory to classroom behaviors and management. Students will be given a base of understanding through a historical overview. Upon this foundation students will then be introduced to the concepts of measurement, methodology, and structure. The course provided a study of basic principles of each of these in order to give students a complete appreciation and understanding of the challenges they will face in the classroom. Finally, the course will teach procedures to establish new behavior, to use applied behavior analysis, and to decrease undesirable. The course uses a precise, step-by-step, scientific approach to explain human behavior. Case studies and examples illustrate key principles.

## Career Counseling and Placement

This course has three main focuses. The first is to introduce students to the field of career development and career counseling. Students will explore different theories of career development and learn how these theories apply to the career development of children, youth and adults throughout the lifespan. A second purpose of the course is to apply these principles to the practice of vocational and career counseling, including critical activities such as decision making, vocational assessment, job development, job seeking skills, and worksite analysis all under the framework of career/employment support services. Knowledge of labor markets, including supply and demand side concepts will be highlighted as a useful resource for conceptualizing vocational and career counseling services. Uses of sources of occupational information and labor market trends will be included. Thirdly, the course will also introduce students to a variety of assessment instruments, including some now available online. They will experience first-hand what is like to take these vocationally oriented tests, and to deal with the results. Updated legal and regulatory trends impacting in the area of vocational and career counseling will also be explored.

## Carolinian Orthography

This course is designed to help students develop fundamental knowledge of the official Carolinian Orthography (spelling rules and grammar). It is designed for both speakers and non-speakers of the Carolinian Language and include sections on Language and Orthography.

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## Chamorro Orthography

This course is designed to help students develop fundamental knowledge of the official Chamorro Orthography (spelling rules and grammar) comprising of 14 rules. It is designed for both speakers and non-speakers of the Chamorro Language and include sections on Language and Orthography.

## Children Literature or Young Adult Literature

This course surveys the field of children's literature and assists in the selection and presentation of developmentally appropriate literature for children, based on an understanding of how the reading process develops. This course presents a study of the history and development of children's literature, examines its value to the literacy process, and defines criteria for the selection and utilization of children's books and closely related materials. Students become familiar with authors, illustrators, and publishers of noteworthy children's books and learn how to integrate literature into thematic units.

## Computer Technology

This course covers basic knowledge of PC hardware--including the system unit, local area networks, and the Internet. This course provides students with practical skills in using the Windows operating system and in using common PC application programs, including a word processor, a spreadsheet, a presentation program, and a database program. This course also teaches students how to use the Internet for communication and research and introduces them to creating Web pages. This course emphasizes using the PC as a multiple applications tool.

## Counseling Process: Practice

This course provides an intensive practice-focused preparation with the study, discussion, and practice of useful counseling techniques. The creation and use of a facultative helping relationship is stressed.

## Counseling Process: Theory

This course is an advanced study of the major theories in the field of counseling, as well as an exploration of the historical perspectives and philosophies upon which they are based.

## Current Issues in Special Education

The purpose of this course is to make teachers-in-training aware of special education law and development, make sure they know the latest requirements for providing FAPE to students with disabilities, assist students in research of the laws and help students understand how legal requirements are the driving force behind nearly all current issues relating to special education.

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## Curriculum for Early Childhood

This is a required course for the Early Childhood certificate. This course introduces students to theories, methods, techniques, and activities which promote learning through creative expression in children during their early childhood years. Content areas covered include developmentally appropriate practices, learning environments, learning and interest centers, and the design and implementation of physical, cognitive, communicative, and creative activities in the classroom.

## Curriculum, Teaching, and Technology

This course will focus on the integration of curriculum, teaching, and instructional technology. The topics will include teaching with emerging technologies, development of media, integration of technology into the curriculum, evaluation of the use of technology using rubrics, distance education, course design, online teaching, and production of media for teaching.

## Dynamics of Individual Behavior

The major methods used in counseling individuals are examined with a focus on their effectiveness and applicability to different individual needs. The relationship between specific theories and their counseling applications are examined in detail. Case study approaches are combined with counseling practices to demonstrate developing strategies working with individuals.

## Education for Parenthood

This is a required course for the Early Childhood certificate. This course is designed to provide students with a systematic approach to the study of parent- child relationships. This approach is based upon an understanding of developmental theory and is intended to aid individuals who work with parents and guardians and their children as well as individuals who will be parents.

## Evaluation and Assessment in Bilingual Education

This course provides students with educational theories and approaches to assessing and evaluating student abilities and performance as well as the effectiveness of their own planning and instruction. Specific subjects covered include giving and interpreting standardized tests, pre-assessments in content areas, learning styles and intelligences, products, processes, and progress. This course also covers the translation of assessment into letter grades, motivating students using self-assessment, and professionally interpreting all forms of assessment.

## First and Second Language Acquisition

The course surveys curriculum selection and evaluation and analyzes various methods of curriculum modification. It focuses on the selection of existing second language materials, and development of original materials for use in a second language or bilingual/bicultural classroom

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## Group Counseling

A study of small group theory, research, and procedures. Explores group membership and leadership behavior.

## Guiding & Nurturing for Infant & Toddlers

This course is required for the Early Childhood Education Infants & Toddlers Certification. This course will familiarize participants with typical developmental characteristics of Infants and Toddlers, techniques of positive guidance, how to use daily routines and schedules to meet children's developmental needs, manage transitions with ease, plan a developmentally appropriate curriculum, and promote children's development through interesting activities.

## Guiding and Nurturing Young Children

This course is required for the Early Childhood certificate. It is designed to acquaint students with skills and techniques for nurturing, guiding, and directing the behavior of young children. Such skills and techniques include understanding behaviors according to age, building positive self-concepts, and planning for prevention of problems.

## Historical and Philosophical Foundation of Bilingual

This course examines bilingualism/biculturalism and includes the sociological, psychological, linguistic, cultural, and educational aspects.

## Inclusive Practiced for Students with Learning Disabilities/Special Needs

This course provides an overview of legal provisions, characteristics, and classroom strategies for students considered at-risk for failure, gifted and talented, linguistically or culturally diverse, and having a disability. The Individuals with Disabilities Education Act requires the inclusion of all students with a disability in the least restrictive environment to the greatest extent possible. This course provides a framework for collaboration and the team approach. The students will have the skills for general education that teachers should possess to adapt technology. The course defines several categories of students with disabilities and teaches methods and strategies for educating students in the categories previously mentioned above.

## Individual and Group Assessment

This course assesses individual and group environments.

## Instruction for Students with Disabilities

This course provides a research-based overview of early childhood education and care as well as a new awareness of the strengths, challenges, and concerns facing the system—both now and in the years to come. This course provides the student with a clear and concise historical background, data and findings on the current state of the field, and reflections and insights on future directions.

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## Introduction to Individualized Education Program

This course explains the IEP process, which we consider to be one of the most critical elements to ensure effective teaching, learning, and better results for all children with disabilities. The course is designed to help teachers, parents, and others--in fact, anyone involved in the education of a child with a disability increase knowledge to develop and carry out an IEP. The information in this course is based on what is required by our nation's special education law--the Individuals with Disabilities Education Act, or IDEA.

## Instruction in Lesson Planning and Classroom Management

This course provides students with theories, approaches, methods, and activities necessary for designing a cohesive, cooperative classroom. Students examine a variety of curriculum models, discuss ways to accommodate alternative learning styles, and investigate methods of developing cooperative lessons, group and independent projects, and thematic learning experiences. Students examine the concepts of limits, control, safety, trust, and acceptance in the classroom. Students also research and discuss strategic reinforcement, intervention, and disciplining techniques, and practice a variety of content-specific activities for enhancing instructional focus.

## Instruction in Planning and Assessment for Diverse Classroom

This course provides students with theories, approaches, methods, and activities necessary for designing a cohesive, cooperative classroom. Students examine a variety of curriculum models, discuss ways to accommodate alternative learning styles, and investigate methods of developing cooperative lessons, group and independent projects, and thematic learning experiences. Students examine the concepts of limits, control, safety, trust, and acceptance in the classroom. Students also research and discuss strategic reinforcement, intervention, and disciplining techniques, and practice a variety of content-specific activities for enhancing instructional focus.

## Instruction in Teaching Linguistically Diverse Students

This course provides students with theories, methodology, approaches, and practices necessary for effective teaching of students who are English Language Learners (ELL). This course assists students in understanding English language learners, offers experience in how a second language is effectively taught and learned, and gives students practice in developing integrated ESL/ELL lessons that are engaging, entertaining, and appropriate.

## Instructional Strategies and Classroom Management

This course provides students with theories, approaches, methods, and activities necessary for designing a cohesive, cooperative classroom. Students examine a variety of curriculum models, discuss ways to accommodate alternative learning styles, and investigate methods of developing cooperative lessons, group and independent projects, and thematic learning experiences. Students examine the concepts of limits, control, safety, trust, and acceptance in the classroom. Students also research and discuss strategic reinforcement, intervention, and disciplining techniques, and practice a variety of content-specific activities for enhancing instructional focus.

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## Instructional Technology

This course introduces students to computer technology needed to teach at the elementary level. Topics include technology projects using audio, video, communications, and interactive multimedia. OR This course provides educators and education majors with a hands-on introduction to the use of Macintosh computers and computer applications. This course introduces them to the Macintosh operating system, to common computer terminology, and to common computer application skills including word processing, databases, spreadsheets, multimedia, and the Internet. Emphasis is placed on the practical use of these skills in the educational setting.

## Introduction to Counseling

This course investigates the legal and ethical aspects of school counseling. Examines planning, designing, implementing, and evaluating a comprehensive and developmental guidance and counseling program that includes students, teachers, administrators, parents, and community members. Examines state and national counseling program models and required competencies.

## Introduction to Teaching

This course provides an overview of legal provisions, characteristics, and classroom strategies for students considered at-risk or with disabilities. This course provides an introductory survey of the possible effects of a disabling condition on a student's learning and performance, strategies and techniques to facilitate successful inclusion, and collaboration with special educators and families in order to meet the needs of the student within the general education setting.

## Introduction to Exceptional Individuals

This course provides an overview of legal provisions, characteristics, and classroom strategies for students considered at-risk or with disabilities. This course provides an introductory survey of the possible effects of a disabling condition on a student's learning and performance, strategies and techniques to facilitate successful inclusion, and collaboration with special educators and families in order to meet the needs of the student within the general education setting.

## Issues and Philosophies of Culturally Diverse Schools

This course is designed to assist students in developing an understanding of race/ethnicity, gender, disability, age, and sexual orientation. This course emphasizes the recognition of cultural myths and stereotypes. Case studies and illustrations for helping persons from culturally diverse backgrounds are presented

## Language Arts Methods

This is a language arts methods course that focuses on the ways that children learn to listen, speak, read, and write. Students learn approaches to teaching the language arts, including process approaches, phonetic integration, and whole language methodologies. This course provides students with theories, methods, and activities appropriate for integrating the language arts into thematic classroom units. Students learn detailed procedures for implementing exciting and effective language arts curricula in elementary classrooms.

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## Math Methods

This course provides teachers-in-training with a conceptual understanding of mathematics, a broad knowledge of basic mathematical skills, and ideas and methods that generate enthusiasm for learning and teaching mathematics. This course introduces current mathematics standards as developed by the National Council for Teachers of Mathematics (NCTM) and the CNMI Public School System's Standards and Benchmarks. Emphasis is placed on problem solving and active student participation.

## Medical Implications for Students with Special Education Needs

This course provides prospective special educators with a functional knowledge of common medical conditions and diseases frequently associated with persons with disabilities.

## Modification and Adaptation of Curriculum for Special Education Students

This course addresses a fundamental element of the IEP, the adaptation of the school and classroom to accommodate exceptionalities. The modification application addresses changing curriculum to enable the special education student to participate meaningfully in the general education classroom. In-depth discussion will address the realities of "least restrictive environment."

## Multicultural Counseling

A study of major issues of cross-cultural counseling. The impact of diversity (within and between group differences) is examined.

## Multicultural Education/Teaching Linguistically Diverse Students

This course introduces teachers-in-training to the educational aspects of teaching in a multicultural classroom environment. This course provides an overview of the historical foundations, relevant theories, and social and political aspects that have influenced education in the CNMI. In addition to informing teachers-in-training about the laws that impact education in the CNMI, this course endeavors to create awareness, respect, and appreciation of the various cultures in the CNMI as well as to enhance the teacher-in-training's understanding of the influence that culture has on the educational process and of cultural influences on behavior as they relate to the educational process. This course endeavors to create awareness of patterns of thinking and behavior that contribute to stereotyping, prejudices, and difficulties in intercultural contact. Teaching Linguistically Diverse Students: This course provides students with theories, methodology, approaches, and practices necessary for effective teaching of students who are English Language Learners (ELL). It assists students in understanding English language learners, offers experience in how a second language is effectively taught and learned, and gives students practice in developing integrated ESL/ELL lessons that are engaging, entertaining, and appropriate.

## NMI History

This course offers an overview of Northern Marianas history in its global context from prehistoric times up to the Covenant and the Constitution establishing the CNMI.

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## Prevention and Outreach

This course presents crisis intervention and emergency management strategies used in the counseling profession. Learners examine crisis intervention skills applicable to school, mental health, and other counseling settings and explore other related topics, including working with situational crises, developing crisis intervention and prevention plans, assessing suicide and other risks, and creating and implementing emergency management plans.

## Principles of Online Learning

The Principles of Online Learning course is designed to equip educators with an understanding of best practices for effective online learning experiences that can be applied in their own courses. This course explores the unique characteristics of online learning environments and strategies for promoting engagement and student success. Participants will engage in online simulations, explore the Blackboard Ultra learning management system, and have the opportunity to design and develop their own online learning activities.

## Reading Diagnostics

This course provides the strategies, skills, and techniques necessary to assess and recognize reading levels, diagnose reading difficulties, and determine and carry out actions to address these problems. This course utilizes observations and hands-on practices to provide teachers-in-training with both theoretical and practical experience in enhancing student reading abilities.

## Safety, Health, and First Aid for Young Children

This course is required for the Early Childhood certificate. This course is an introductory study of methods for establishing a healthy and safe environment for the young child. Included are a basic understanding of a child's nutritional needs and their relationship to growth and development, training and methods of cardio-pulmonary resuscitation (CPR) for the adult and child, standard first aid, identification and handling of suspected child abuse, and recognition of and procedures for dealing with communicable disease and illness.

## Science Methods

This course provides the skills, concepts, and content needed to teach science to elementary school children in ways that make science personally relevant. This course provides the teacher-in-training with experience in planning, developing, and conducting interdisciplinary science investigations. Concepts covered include project planning, presentation strategies, group management, and the inquiry process.

## Evaluation and Access of School Library Materials

This course covers intellectual, administrative, and practical aspects of building, maintaining and evaluating school library collections. Topics include the writing and implementation of collection policies, community analysis and the needs of library users, strategies of selection and evaluation, analysis and evaluation of current reviewing media, school library standards, censorship, acquisitions procedures and management, library cooperation, copyright, contemporary publishing, and use of computers in acquisitions

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## School Library Administration

This is an introduction to school library media center philosophy, organization, administration and the role of the supervision of the center. The course examines the role of the librarian and the principal-teacher-student relationships.

## Social Studies Methods

This course puts theory into practice by providing teachers-in-training with the necessary methodology, strategies, and techniques for fostering and encouraging a standards-based, performance driven developmental process across the social studies curriculum. This course also assists students in learning research techniques, including using modern technology and how to organize subject-matter principles based upon social studies curriculum standards.

## Second Language Testing and Evaluation

The course is designed to distinguish between language proficiency and academic achievement as a guide for assessment. We will examine the unique needs of English language learners and investigate strategies for implementing instructional assessment of language and subject matter. Class participants will be provided with tools for producing, interpreting, and making instructional connections. The Classes will provide educators with opportunities to come together to deepen their understanding about assessment for ELLs, to share and reflect on what they have been trying out in their classrooms, discuss and reflect with peers, and make plans for what they will do next

## Student Evaluation for Special Education

This is an assessment course for determining the present levels of educational performance of student with or without disabilities. The course addresses pre-placement assessments, determination of eligibility for special education programs, assessing daily progress in meeting learning goals and objectives and reevaluation strategies of students with disabilities.

## Teaching Reading

This course surveys the field of children's literature and assists in the selection and presentation of developmentally appropriate literature for children, based on an understanding of how the reading process develops. It presents a study of the history and development of children's literature, examines its value to the literacy process, and defines criteria for the selection and utilization of children's books and closely related materials. Students become familiar with authors, illustrators, and publishers of noteworthy children's books and learn how to integrate literature into thematic units.

## Technology and School Libraries

This course is a survey of multimedia resources that supports examines policies and criteria for the selection, evaluation, acquisition, organization and maintenance of non-print media acquisition, organization and maintenance of non-print media collections and electronic resources in school library media center.

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## The Teaching of Second Language Skills

This course will enable mainstream classroom teachers to work with English Language Learners in their classrooms. The course content will help teachers to understand the process of second language acquisition and learn strategies for creating a positive learning environment, differentiate for ELL students, and help students meet both content and language objectives. In each of the five course modules, participants will read texts related to the module topic, engage in discussions on Blackboard, and complete assignments designed to aide mastery of core concepts. Several live, synchronous sessions will also be held during the course to allow participants a chance to ask questions and engage in further discussions.

## Teaching Reading and Writing in the English Immersion Classroom

This course provides educators with a foundational awareness, theories, and practices underlying the teaching and learning of second language acquisition for teaching reading and writing to English Language Learners. Participants will develop a comprehensive definition of literacy, explain the difference between phonological awareness and phonemic awareness, develop a plan to facilitate the process of cross-language transfer for ELL students, explain the differences among three approaches for teaching writing and what approaches are considered most effective for teaching writing to ELLs, create text-dependent questions, analyze in detail the structure of a specific paragraph in a text, including the role of particular sentences.

## Tests and Measurements

This course provides students with educational theories and approaches to assessing and evaluating student abilities and performance as well as the effectiveness of their own planning and instruction. Specific subjects covered include giving and interpreting standardized tests, pre-assessments in content areas, learning styles and intelligences, products, processes, and progress. This course also covers the translation of assessment into letter grades, motivating students using self-assessment, and professionally interpreting all forms of assessment.

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