



Enhance Your Teaching or Presentation Skills with an *Instructional Skills Workshop (I.S.W.)* or *Presentation Skills Workshop (P.S.W.)*

- Twelve spaces are available in an *Instructional Skills Workshop* for either full-time or adjunct faculty or a
- *Presentation Skills Workshop* for administrators, classified staff or managers.
- Both Workshops will be held June 11-14, 2007.

WHAT IS IT?

A practical, participatory 24-hour laboratory in which you can experiment with teaching or presentation techniques in a supportive atmosphere with peers. You will prepare and deliver 3 "mini-presentations" and receive immediate written, oral, and video feedback on them while connecting with colleagues from other disciplines.

WHEN IS IT?

Monday - Thursday, June 11 -14, 2007

9:00 am - 4:00 pm

Location: TBA

Six participants and two facilitators make a complete workshop. You commit to four 7-hour days (includes one hour for lunch) and preparation time outside of the workshop. There is no charge for the workshop. Two units of salary advancement credit are available upon completion [for *faculty* as spelled out in the AFA Contract].

Questions? Call Jennifer Mann at 778-2495.

Advance reservations are required. Return the form below to the Resource Center for Staff Development by Friday, April 27 before 4:00 pm., or respond by email to Jennifer Mann at jmann@santarosa.edu. *Classified Staff must have prior approval from their Supervisor to attend.*

NAME _____

_____ Department

PHONE: _____

Home

_____ Work

I am interested in the ISW _____ or PSW _____ (check appropriate workshop).

The classified employee named above has my approval to attend the Presentation Skills Workshop, June 11-14, 2007.

Approval: _____

Supervisor Name (please print)

_____ Supervisor Signature & Date