



Apple Professional Development Catalog

June 2012



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Get the most from your Apple products

Apple offers onsite, hands-on workshops tailored to your school or district's specific needs. These workshops are designed to help you use your Apple products to transform teaching and learning.

Taught by educators for educators.

All Apple Professional Development Specialists are current or former educators, which gives them a personal understanding of teaching and learning with technology. Because they know what's important in the curriculum, they can ensure that you learn about your Apple products and how they can best serve you and your students. We offer workshops in the following categories:

Start

Focused on technology skills, these foundational workshops help teachers become confident and comfortable integrating Apple products into their teaching strategies.

Learn

These workshops help teachers apply their skills with specific Apple products to learning activities and approaches that produce effective personal learning for students.

Instruct

These workshops focus on curricula, content design, and instruction with all Apple products.

Lead

Designed for school and district leaders, these workshops focus on issues important to success: visioning, planning, and implementing.

Support

These offerings support teachers beyond workshops.

Start	Learn	Instruct	Lead	Support
<ul style="list-style-type: none">• iOS Devices• iOS Creativity• iOS Productivity• OS X• iLife• iWork	<ul style="list-style-type: none">• Language Development• English/ Language Arts• Mathematics• Science• Social Studies/ History• Special Education	<ul style="list-style-type: none">• Authoring Content with iBooks Author• Designing Curricula with iTunes U Course Manager• Challenge Based Learning	<ul style="list-style-type: none">• iOS for Administrators• Vision and Plan• Communicate and Engage	<ul style="list-style-type: none">• Education Technology Profile• Coaching and Mentoring• Expert on Call• Train-the-Trainer

Additional Details

- Workshops are hands-on and address a wide range of teaching and learning needs.
- All workshops are presented in a context that models technology implementation in a wide variety of curricular styles.
- Select workshops from any category, depending on faculty needs and participants' prerequisite skills.
- Workshop scheduling can be discussed after purchase.
- Workshops accommodate 20 participants.
- Common Core State Standards and National Content Area Standards are addressed throughout workshops.
- Workshops are for institutional/group purchase only.

For More Information

To learn more about Apple in education, visit www.apple.com/education or call 800-800-2775 to speak to an Apple education representative.

Start

iOS Devices

Agenda

iOS Basics

- Device orientation
- Navigation
- Apps
- iBooks
- iTunes U and learning resources
- Accessibility features

Apps

- Notes
- Safari
- Camera
- Photos
- Maps
- Contacts
- Calendar
- Mail
- App Store
- iBooks
- iTunes U
- iTunes

Audience

Educators who are new to iOS and who want to know how to use the built-in features of iPad or iPod touch in an educational context.

Description

Participants gain experience using iOS devices such as iPad or iPod touch. They learn basic navigation and explore key accessibility features and apps as they apply to teaching and learning.

Learning outcomes for this workshop include:

- Explore basic navigation, native apps, and accessibility features of iPad or iPod touch
- Learn how iOS devices can be used as personal tools for teaching and learning
- Discover how to personalize learning with iOS devices, apps, and iTunes U

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated first- or second-generation iPad or newer, or an activated current-generation iPod touch. (Note: All participants must have the same version of the same device.)
 - The latest version of iOS on the activated device
 - The latest versions of iBooks and iTunes U, downloaded from the App Store
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Start

iOS Creativity

Agenda

iPhoto

- Capturing and editing images
- Creating albums, storybooks, and journals
- Classroom uses

iMovie

- Planning a movie and storyboarding
- Creating and sharing movies
- Classroom uses

GarageBand

- Audio recording
- Sound creation
- Classroom uses

Audience

Educators who are ready to enhance their technology skills and focus on Apple creativity apps using an iOS device.

Description

Participants gain fundamental skills with iOS creativity apps (iPhoto, GarageBand, and iMovie).

Learning outcomes for this workshop include:

- Experience the various ways iOS creativity apps can be used in teaching and learning
- Learn to create and share multimedia journals, slideshows, different types of audio recordings, and movies
- Explore how iTunes U and other learning resources can enhance today's teaching and learning

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated first- or second-generation iPad or newer, or an activated current-generation iPod touch. (Note: All participants must have the same version of the same device.)
 - The latest version of iOS on the activated device
 - The latest versions of iPhoto, iMovie, and GarageBand, downloaded from the App Store
 - Basic iOS navigation and usage skills
 - Optional: Apple Earphones with Remote and Mic
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Start

iOS Productivity

Agenda

Keynote

- Exploring and creating templates
- Designing presentations
- Publishing and sharing

Pages

- Creating documents and charts
- Using media assets
- Exploring and creating templates
- Exporting and sharing

Numbers

- Creating spreadsheets
- Using formulas and cell formats
- Designing charts and graphs
- Exporting and sharing

Audience

Educators who are ready to enhance their technology skills and focus on Apple productivity apps using an iOS device.

Description

Participants gain fundamental skills with iOS productivity apps (Keynote, Pages, and Numbers).

Learning outcomes for this workshop include:

- Experience the various ways productivity apps can be used in teaching and learning
- Learn to create and share content by making a multimedia presentation, a brochure or newsletter, and a data analysis and presentation
- Use apps to customize student learning activities by addressing different learning styles, working strategies, and abilities

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated first- or second-generation iPad or newer, or an activated current-generation iPod touch. (Note: All participants must have the same version of the same device.)
 - The latest version of iOS on the activated device
 - The latest versions of Pages, Numbers, and Keynote, downloaded from the App Store
 - Basic iOS navigation and usage skills
 - Optional: Apple Earphones with Remote and Mic
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Start OS X

Agenda

The Basics

- Desktop and Finder
- File management
- System Preferences
- Multi-Touch Gestures

Applications

- Stickies
- Spotlight
- Calculator
- Dictionary
- Photo Booth
- iCal
- Dashboard widgets
- Safari
- App Store
- Preview
- QuickTime
- iChat
- Grapher

Accessibility

- Text-to-Speech
- Word completion
- Zoom
- Mouse
- Cursor size

Audience

Educators who are new to Mac or otherwise unfamiliar with OS X.

Description

Participants gain fundamental skills with the built-in applications and features of OS X as they apply to teaching and learning and professional productivity.

Learning outcomes for this workshop include:

- Explore basic navigation, native applications, and accessibility features of OS X
- Understand how to use OS X to collaborate, create, and communicate

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - A Mac computer with the latest version of OS X

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Start iLife

Agenda

iPhoto

- Capturing and editing images
- Creating albums, storybooks, and slideshows
- Classroom uses

iMovie

- Planning a movie and storyboarding
- Creating and sharing movies
- Classroom uses

GarageBand

- Audio recording
- Podcasting
- Sharing podcasts
- Classroom uses

iTunes U

- Finding and using iTunes U resources

Audience

Educators who are ready to enhance their technology skills and focus on applying iLife apps to teaching and learning.

Description

Participants gain fundamental skills with iLife applications (iPhoto, GarageBand, and iMovie).

Learning outcomes for this workshop include:

- Understand the fundamentals of iPhoto, GarageBand, and iMovie
- Get experience creating and sharing slideshows and storybooks, different types of podcasts, and movies
- Explore how iTunes U and other learning resources can enhance today's teaching and learning

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Internet access
 - Projector
 - Speakers
 - Optional: Video camera or digital camera with appropriate syncing cables and chargers
- Individual participant requirements:
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, GarageBand, and iMovie, downloaded from the Mac App Store
 - The latest version of iTunes, downloaded from www.apple.com/itunes
 - Basic computer skills, including Internet navigation and simple word processing

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Start iWork

Agenda

Keynote

- Exploring and creating templates
- Designing presentations
- Publishing and sharing

Pages

- Creating documents and charts
- Using media assets
- Exploring and creating templates
- Exporting and sharing

Numbers

- Creating spreadsheets
- Using formulas and cell formats
- Designing charts and graphs
- Exporting and sharing

Audience

Educators who are ready to enhance their technology skills and focus on applying iWork apps to teaching and learning.

Description

Participants gain fundamental skills with iWork applications including Keynote, Pages, and Numbers.

Learning outcomes for this workshop include:

- Understand the fundamentals of iWork applications
- Get experience creating and sharing content with each iWork application: Create a multimedia presentation using Keynote; a brochure or newsletter (or both) using Pages; and a data collection and analysis project using Numbers
- Use iWork apps to customize student learning activities and address different learning styles, working strategies, and abilities

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, GarageBand, iMovie, Pages, Numbers, and Keynote, downloaded from the Mac App Store
 - The latest version of iTunes, downloaded from www.apple.com/itunes
 - Basic computer skills, including Internet navigation and simple word processing

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

Language Development

Agenda

Receptive Language Development

- Using iOS devices to support receptive language development
- Enhancing figurative language acquisition
- Using mobile devices for oral fluency and literal language
- Applying expressive language

Enhancing Writing Skills

- Using writing activities for skill development
- Developing figurative writing skills
- Using photographs to inspire students
- Creating digital books

Audience

Educators who want to use iOS devices for language development and assessment.

Description

Participants learn about the apps and accessibility features of mobile devices that assist struggling readers, help students learn new languages, and strengthen students' overall language acquisition.

Learning outcomes for this workshop include:

- Enhance oral language development and writing skills
- Develop technology-enriched lessons that enable students to set their own goals and assess their own literacy and language progress
- Explore formative and summative literacy and language assessments
- Use iTunes to manage student digital files over time
- Access a vast array of language development resources

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, GarageBand, and iMovie, downloaded from the Mac App Store
 - The latest version of iTunes, downloaded from www.apple.com/itunes (optional)
 - A first- or second-generation iPad or newer, iPod touch, or iPod with voice recording capability; appropriate syncing cable. (Note: All participants must have the same version of the same device.)
 - Apple Earphones with Remote and Mic
 - Basic iOS navigation skills
 - Basic computer skills, including Internet navigation and simple word processing
 - Working knowledge of iPhoto
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

English/Language Arts

Agenda Options

Elementary Literacy

- Literacy and iOS devices
- Enhancing writing and comprehension skills
- Developing strong language expression skills

Middle School: *Call of the Wild*

- Comprehension and communication
- Reading skills and language development
- Writing and publishing
- Creating ePub documents

High School: *Romeo and Juliet*

- Comprehension and communication
- Reading skills and language development
- Writing and publishing
- Creating ePub documents

Audience

Educators who want to enhance their English/language arts curriculum with iPad.

Description

Participants use iPad and apps to create content focused on literacy, comprehension, grammar, vocabulary, speaking, and presentation skills. They will explore iTunes U and become familiar with the iOS platform for integrating text, audio, and images.

Learning outcomes for this workshop include:

- Learn how to use iPad for teaching and learning English/language arts
- Become familiar with multiple Apple resources and apps that support teaching and learning English/Language Arts
- Learn how to create an ePub (requires OS X)

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resources/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second-generation iPad or newer, with the latest version of iOS
 - The latest versions of the following apps downloaded from the App Store: An annotation app, an idea mapping app, and a QR code reader app; Shakespeare in Bits, iBooks, iTunes U, Pages, and Keynote
 - Basic iPad navigation skills
 - Optional for creating ePub documents:
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, iMovie, GarageBand, Pages, and Keynote, downloaded from the Mac App Store
 - The latest version of iTunes, downloaded from www.apple.com/itunes
 - Syncing cable
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

Mathematics

Agenda Options

Elementary Numeracy

- Math tools
- Models and simulations
- Documenting learning
- Classroom apps

Middle and High School Math

- Data collection
- Data analysis
- Math tools and apps
- Documenting learning

Audience

Educators who are interested in effectively integrating iPad to teach elementary, middle, or high school mathematics.

Description

Participants use apps to integrate digital content into mathematics learning. They will develop and share their own lessons and explore ideas and models for technology-infused math lessons.

Learning outcomes for this workshop include:

- Experience apps that inspire student learning and creativity in math
- Design a technology-infused lesson that aligns with curriculum standards
- Gain ideas for engaging students in the exploration of real-world issues and the use of math apps to solve authentic problems
- Learn how science and engineering instruction can be included with math and technology activities

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second-generation iPad or newer, with the latest version of iOS
 - The latest versions of Keynote, Numbers, and iPhoto, downloaded from the App Store
 - Basic iOS navigation skills
 - Working knowledge of Keynote, Numbers, and iPhoto
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account
 - Mathematics certification or math expertise

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

Science

Agenda

Setting the Stage

- Learning the tools
- Developing science literacy
- Exploring science inquiry

In the Classroom

- Conducting scientific research
- Using media to share science experiences
- Classroom application

Audience

Educators who want to know how iPad can be implemented in their middle school and high school science curriculum.

Description

Participants explore how to integrate iPad resources in the 7–12 science curriculum, using a variety of apps and resources as they learn about gathering, analyzing, and sharing data.

Learning outcomes for this workshop include:

- Experience apps that inspire creativity in applying the scientific process
- Create activities that engage students in meaningful science work
- Help students become thoughtful producers and consumers of science knowledge

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second-generation iPad or newer, with the latest version of iOS
 - The latest versions of the following apps, downloaded from the App Store: An annotation app, a drawing app, and a brainstorming app; iBooks, iTunes U, Pages, Keynote, Numbers, iMovie, iPhoto, Mitosis, Wolfram Alpha, and Project Noah
 - Basic iPad navigation skills and working knowledge of Numbers, Keynote, and iPhoto
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

Social Studies/History

Agenda

Setting the Stage

- Exploring personal learning through social science literacy
- Enhancing content comprehension

In the Classroom

- Creating student artifacts
- Using media to share projects

Audience

Educators who want use iPad to enhance learning in their middle school and high school history/social science curriculum.

Description

Participants create a digital time capsule and explore the use of digital artifacts to create evidence of student learning in social studies/history. Content will also address student literacy, interactive learning, and student engagement.

Learning outcomes for this workshop include:

- Learn how iPad can be used for social studies/history instruction and subject area mastery
- Become familiar with Apple resources that support social studies/history teaching and learning
- Explore iPad use by students as a personal and collaborative learning device

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resources/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second-generation iPad or newer, with the latest version of iOS
 - The latest versions of the following apps, downloaded from the App Store: An annotation app and a brainstorming app; iBooks, iTunes U, Pages, Keynote, Numbers, iMovie, and iPhoto
 - Basic iPad navigation skills and working knowledge of Numbers, Keynote, and iPhoto
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Learn

Special Education

Agenda

Day 1

Accessibility Features in OS X and/or iPad

- Universal design for learning
- Basic accessibility features
- Closed captioning
- Scaffolding student learning
- Using visual organizers
- Annotating pictures
- Creating media for learning and assessment with GarageBand and Photo Booth

Day 2

Digital Media for Learning and Assessment

- Digital Documents
- Pictographs: virtual manipulatives
- Classifying and sorting with Keynote
- Video Lab Reports
- Content from iTunes U
- The App Store

Audience

Educators who work with special needs students.

Description

Participants learn how Apple technology can support students with visual, auditory, motor, and learning disabilities. They'll also learn to use built-in Apple tools to provide students with full access to the curriculum.

Learning outcomes for this workshop include:

- Explore Apple's accessibility tools on Mac and/or Pad, such as VoiceOver, Zoom, display adjustments, visual alerts, keyboard shortcuts, and word completion
- Learn how OS X and/or iPad can help students with special needs
- Create accessible content for special needs students

Details

- Workshop length: 1 or 2 days (6 hours per day)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements :
 - A Mac computer or an activated first- or second-generation iPad or newer. (Note: All participants must have the same version of the same device):
 - The Mac must have the latest version of OS X and the latest versions of the following apps downloaded from the Mac App Store: iPhoto, iMovie, GarageBand, Pages, Numbers, and Keynote. Must also have the latest version of iTunes, downloaded from www.apple.com/itunes.
 - The iPad must have the latest version of iOS and the following apps downloaded from the App Store: iBooks, iTunes U, Pages, Keynote, Numbers, iMovie, and iPhoto
 - Basic computer skills, including Internet navigation and simple word processing
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Instruct

Authoring Content with iBooks Author

Agenda

Overview

- Templates
- Anatomy of iBooks Author
- Interactive elements
- Glossary

Authoring a Book

- Organizing a topic
- Creating content
- Gathering assets
- Assembling
- Publishing

Summary of Learning

- Book sharing
- Idea exchange

Audience

Faculty who want to use iBooks Author to create Multi-Touch books that take learning to a new level of content interactivity and understanding.

Description

Participants will gain a fundamental understanding of creating interactive content and publishing with iBooks Author, focusing on best practices for engagement and learning.

Learning outcomes for this workshop include:

- Experience iBooks Author
- Leverage content created in iWork and iLife applications
- Create and publish content in iBooks Author
- Share ideas for using iTunes U courses to enhance learning

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resources/technical requirements:
 - Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second or third generation iPad, with the latest version of iOS
 - The latest versions of iBooks and iTunes U, downloaded from the App Store
 - The book *E.O. Wilson's Life on Earth, an Introduction*, downloaded from the iBookstore
 - Syncing cable
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, GarageBand, iMovie, Keynote, Pages, Numbers, and iBooks Author, downloaded from the Mac App Store
 - iTunes, downloaded from www.apple.com/itunes
 - Intermediate skills in specified Mac and iPad apps
 - Basic iPad navigation skills

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Instruct

Designing Curricula with iTunes U Course Manager

Agenda

Overview

- iTunes U
- iTunes U courses
- iTunes U Course Manager

Creating a Course

- Curating content
- Preparing instructor and course media
- Assembling assets
- Sharing courses

Audience

Faculty teaching students over the age of 13 who want to deliver course content via iTunes U.

Description

Participants will gain a fundamental understanding of curating content and publishing with iTunes U Course Manager.

Learning outcomes for this workshop include:

- Experience iTunes U courses from the perspective of a course participant
- Understand how to organize and publish content using iTunes U Course Manager
- Use iTunes U courses to enhance learning experiences

Details

- Workshop length: 1 day (6 hours)
- Maximum number of participants: 20
- Site resources/technical requirements:
 - The site must be an active institutional iTunes U public site
 - Each participant and each APD Specialist must have their own Apple IDs attached to the institution's iTunes U site
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - A Mac computer with the latest version of OS X
 - The latest versions of iPhoto, iMovie, GarageBand, Pages, and Keynote, downloaded from the Mac App Store
 - iTunes, downloaded from www.apple.com/itunes
 - An activated second- or third-generation iPad, with the latest version of iOS
 - The latest version of iTunes U, downloaded from the App Store
 - Each participant must bring a copy of a course outline for one course they teach, an instructor bio, and a course description (preferably in a digital file format)
 - Intermediate Mac, iPhoto, iMovie, GarageBand, Pages, and Keynote skills

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Instruct

Challenge Based Learning

Agenda

Framework for Today's Learning

- Background
- Learning design principles

Tools and Resources

- Collaborative research and publishing
- Trends in tools
- Classroom considerations

Hands on with CBL

- Creating content with a variety of tools
- Publishing and sharing

Curriculum Connections

- Design a CBL experience
- Share challenge and materials
- Classroom application and reflection

Audience

Educators who want to engage in a multidisciplinary approach to teaching and learning that encourages students to leverage the technology they use daily to solve real-world problems through efforts in their homes, schools, and communities.

Description

Participants learn how the Challenge Based Learning framework can be used to solve real-world problems with their students.

Learning outcomes for this workshop include:

- Learn the concepts, attributes, and components of Challenge Based Learning
- Understand design principles of today's learning environment
- Design an experience that challenges students to find an innovative solution to a contemporary problem
- Use collaborative learning tools to enable students to create, collaborate, communicate, and publish their solutions and reflections

Details

- Workshop length: 2 days (6 hours per day)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements (Note: All participants must have the same version of the same device):
 - A Mac computer or iPad for each participant:
 - The Mac must have the latest version of OS X; must also have the latest versions of iPhoto, iMovie, GarageBand, Pages, and Keynote, downloaded from the Mac App Store
 - The iPad must be an activated first- or second-generation iPad or newer, with the latest version of iOS; must also have the latest versions of the following apps, downloaded from the App Store: iBooks and iTunes U, and iOS versions of Pages, Keynote, iMovie, and iPhoto
 - Basic computer skills, including Internet navigation and simple word processing
 - Working knowledge of specified Mac and iPad apps

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Lead

iOS for Administrators

Agenda

Day 1

iOS Basics

- Navigation
- Apps
- Camera
- Mail, Contacts, Calendar
- iBooks
- iTunes U and learning resources
- Security and customization

Day 2 Options

Option 1: Creativity

- iPhoto
- iMovie
- GarageBand

Option 2: Productivity

- Pages
- Numbers
- Keynote

Audience

Administrators who want to use iPad effectively in their work.

Description

Participants learn how to use iPad for administrative tasks and as tools for daily school operations and management. They discover iPad features and functions, explore relevant apps, and practice using them for their own purposes in the areas of communication, collaboration and planning, presentation, and observation.

Learning outcomes for this workshop include:

- Use native apps, other apps, and accessibility features of iPad
- Identify how to use iPad to improve the performance of administrative tasks such as communication, collaboration and planning, presentation, and accountability for teachers and students
- Discover how to customize iPad, apps, and iTunes U for personal productivity
- Develop a work project using iPad

Details

- Workshop length: 1 or 2 days (6 hours per day)
- Maximum number of participants: 20
- Site resources/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements:
 - An activated second-generation iPad or newer, with the latest version of iOS
 - For iOS Basics: The latest versions of iBooks and iTunes U, downloaded from the App Store
 - For Creativity: The latest versions of iPhoto, iMovie, and GarageBand, downloaded from the App Store
 - For Productivity: The latest versions of Pages, Keynote, and Numbers, downloaded from the App Store
 - Syncing cable
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Lead

Vision and Plan

Agenda

Exploring Change

- Research and trends
- Key issues facing today's school leaders
- Identifying best practices

Assessing Where You Are

- Surveying constituents
- Incorporating data
- Communicating results

Taking Action

- Reflecting on the uses of technology
- Developing action plans
- Next steps

Audience

District leadership, stakeholders, and site administrators who are engaged in technology planning and implementation.

Description

Participants will consider how technology impacts their teaching and learning visions for today's learners and how Apple can help them meet their goals. Participants will explore needs assessment tools and will take away presentation tools to use in their districts.

Learning outcomes for this workshop include:

- Explore and understand the characteristics of today's learning environments
- Shape a vision and plan for implementing technology changes in a school, district, or area of responsibility
- Understand and use Apple technologies to explore and define needs for today's learning environments

Details

- Workshop length: 1 day (6 hours); option for 2 days (6 hours per day)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements (Note: All participants must have the same version of the same device):
 - A Mac computer or iPad for each participant:
 - The Mac must have the latest version of OS X and the latest versions of the following apps downloaded from the Mac App Store: iPhoto, iMovie, GarageBand, Pages, Numbers, and Keynote. Must also have the latest version of iTunes, downloaded from www.apple.com/itunes
 - The iPad must be an activated first- or second-generation iPad or newer, with the latest version of iOS; must also have the latest versions of the following apps, downloaded from the App Store: iBooks, iTunes U, Pages, Numbers, Keynote, iMovie, and iPhoto
 - Basic computer skills, including Internet navigation and simple word processing
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Lead

Communicate and Engage

Agenda

Creating a Communication Plan

- Sharing findings and observations
- Outlining your story
- Identifying successes
- Identifying challenges

Telling Your Story

- Exploring different communication apps
- Using Numbers, Keynote, or podcasting as presentation tools
- Experiencing and creating wikis and blogs
- Using templates in Pages and Numbers
- Web 2.0 tools

Taking Action

- Refining plans
- Creating a timeline
- Defining success metrics

Audience

District leadership, stakeholders, and site administrators who are engaged in the implementation and communication stage of an existing Apple technology learning initiative.

Description

Participants will identify successes and challenges associated with communicating their technology learning initiative. They will explore tools for creating and executing a communication plan that promotes understanding, support, dialogue, and community involvement.

Learning outcomes for this workshop include:

- Learn how Apple technologies can enhance the ability to communicate and collaborate with various stakeholders
- Use Apple technologies to present research findings and successes
- Experience iLife and iWork applications (or related iOS apps)

Details

- Workshop length: 1 day (6 hours); option for 2 days (6 hours per day)
- Maximum number of participants: 20
- Site resource/technical requirements:
 - Wireless Internet access
 - Speakers
 - Projector
- Individual participant requirements (Note: All participants must have the same version of the same device):
 - A Mac computer or iPad for each participant:
 - The Mac must have the latest version of OS X and the latest versions of the following apps downloaded from the Mac App Store: iPhoto, iMovie, GarageBand, Pages, Numbers, and Keynote. Must also have the latest version of iTunes, downloaded from www.apple.com/itunes
 - The iPad must be an activated first- or second-generation iPad or newer, with the latest version of iOS; must also have the latest versions of the following apps, downloaded from the App Store: iBooks iTunes U, Pages, Keynote, Numbers, iMovie, and iPhoto
 - Basic computer skills, including Internet navigation and simple word processing
 - Enrollment in the App Store Volume Purchase Program or an individual iTunes Store account and an individual email account

Failure to provide required elements will reduce the accomplishment of the stated outcomes

Support

Beyond Workshops

We offer a variety of ways to support your teachers beyond a workshop setting.

Education Technology Profile

The Education Technology Profile is a 15-minute, online self-assessment that gathers information about educators' technology skills and infusion practices within a school or district. The information may be used to design a professional development plan to address participants' needs. The follow-up report provides school and district leaders a data summary and recommendations that spotlight faculty strengths and professional development opportunities.

Expert on Call

The Expert on Call delivers professional development sessions to one teacher or many over the web. Each session can be from one to four hours. Expert consultation with one of our Apple Professional Development Specialists includes curriculum design, leadership, content creation ideas, and curriculum integration related to lessons, units, and projects.

Coaching and Mentoring

Coaching and small-group mentoring is an alternative and augmentation to workshops. These job-embedded sessions bring an Apple Professional Development Specialist into the classroom to work with teachers to co-deliver lessons, work on specific skills or teaching strategies, deliver lessons to students, or provide best practice integration demonstrations. Coaching and Mentoring sessions can also be structured for a group of teachers during preparation times or planning periods to support planning and implementation of new skills.

Train-the-Trainer

Apple Professional Development offers schools the opportunity to build capacity and sustainability with a series of Train-the-Trainer workshops. These workshops are delivered over time with content that scaffolds one after the other. Groups of teachers or administrators can work together either as train-the-trainer teams or as study cohorts.

Custom Workshop Design

This premium offering provides schools and districts an opportunity to address unique challenges or initiatives in their organizations. Apple can design custom workshops coupled with onsite delivery.

For More Information

To learn more about Apple in education, visit www.apple.com/education or call 800-800-2775 to speak to an Apple Education representative.

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