



Northeast Ohio Network for Educational Technology

JANUARY - MARCH 2020

PROFESSIONAL DEVELOPMENT CATALOG

Media Services

Student Services

Fiscal Services

Technology Services

**Don't forget to register online at
www.neonet.org**



MRSC Board of Directors Meeting

Location: NEOnet Boardroom

Dates Offered: January 7
March 3

Media Services

Makerspace Open Lab

Come by yourself or bring your whole team... Drop in for a half hour, or stay all afternoon. Join us after school in the NEOnet Makerspace to experiment with tools from blocks and markers to 3D printers and robots. Tinker and explore while you plan how to use the making concept in your school!

Location: NEOnet Makerspace

Dates Offered: January 8
February 18
March 27

Digital Assessments

This session will explore several tech tools that allow teachers to create completely digital formative and summative assessments. Save time distributing, grading, and returning assessments!

Location: NEOnet Meeting Room E

Dates Offered: January 8

WorkFlows Update and Refresher

A refresher on circulation functions, holds, sets, marking items lost/missing, and any questions from the attendees.

Location: NEOnet Training Lab

Dates Offered: January 13

Digital Citizenship and How to Teach it

Commonsense.org says, "All students need digital citizenship skills to participate fully in their communities and make smart choices online and in life." Every teacher should know what it means to be a good digital citizen so they can model and teach their students proper behavior online. This session will explore several crucial digital citizenship skills and an array of free resources that teachers can use to ensure their students stay safe online.

Location: NEOnet Meeting Room B

Dates Offered: January 13

Getting Started with PBL

PBL allows students to take charge of their learning in a way that has them solve real problems by offering in-depth, relevant, and creative solutions. This session will discuss how to set up PBL activities, give students the tools they need, and create a product that helps solve a real problem or answer an important question.

Location: NEOnet Meeting Room E

Dates Offered: January 22

WorkFlows Basic Cataloging and Reports

Training covers adding additional copies, adding call numbers, using SmartPort to import MARC records, adding Brief Titles, create templates, customize reports, and learning how reports can help manage your library.

Location: NEOnet Training Lab

Dates Offered: January 29



Google Applied Digital Skills

Google has created a robust FREE digital skills curriculum called Google Applied Digital Skills. It includes over 80 in-depth and completely prepared lessons and activities that teach students everything from coding to financial skills to Language Arts to study skills. This session will explain how the program works, how teachers can use it in class, and how to assign work to students.

Location: NEOnet Meeting Room B

Dates Offered: January 29

Marketing and PR for the Library

Want to increase your library's reach and use? Need to provide your principal or superintendent with a concise snapshot of the library and/or your activity and impact on the school? We will discuss marketing ideas and ways to expand your library's role in the school, then experiment with using WorkFlows reports and a variety of graphic design tools to toot your own horn and tell people all the amazing things you have been doing.

Location: NEOnet Training Lab

Dates Offered: February 3

WorkFlows Database Clean-Up Part II

Learn advanced item maintenance strategies and shortcuts for keeping your library database current.

Location: NEOnet Training Lab

Dates Offered: February 20

Beginner G-Suite

This is your crash course for everything Google. If you are a new teacher or just new to Google being in your classroom, this is the class for you. We will look at all the basic Google Apps and find ways to integrate them into your classroom. We will look at Docs, Drive, Sheets, Slides, Chrome, Forms, and more as we dive into what it means to be a Google Guru!

Location: NEOnet Meeting Room B

Dates Offered: February 5

Google Certified Edu Level 1 Crash Course

Become a Google Certified Educator! Levels 1 and 2! There will be two versions of this workshop available. One version is a 1-day "Crash Course" that covers everything on the exam in a 6 hour session. The other version is a 2-day "Workshop" that breaks down all of the aspects of the exams into smaller pieces over two full days. Please note this training compliments the resources in the Fundamentals and Advanced Trainings available on the Google Teacher Training Center and is not meant to be a substitute for the material covered there. A recommended prerequisite is "Beginner G Suite" or "Advanced G Suite."

Location: NEOnet Meeting Room B

Dates Offered: February 10



Advanced G-Suite

If you are comfortable with all the basic apps in Google, come see this session to step your skills up to the next level! We will cover Google Keep, Drawings, and some advanced features in Forms, YouTube, Hangout/Meet/Voice, and how other teachers have successfully twisted some Google apps into powerful learning tools!

Location: NEOnet Meeting Room A

Dates Offered: February 19

Google Certified Edu Level 2 Crash Course

Become a Google Certified Educator! Levels 1 and 2! There will be two versions of this workshop available. One version is a 1-day “Crash Course” that covers everything on the exam in a 6 hour session. The other version is a 2-day “Workshop” that breaks down all of the aspects of the exams into smaller pieces over two full days. Please note this training compliments the resources in the Fundamentals and Advanced Trainings available on the Google Teacher Training Center and is not meant to be a substitute for the material covered there. A recommended prerequisite is “Beginner G Suite” or “Advanced G Suite.”

Location: NEOnet Meeting Room B

Dates Offered: February 26

Media Services Advisory/Users’ Meeting

Update on Sirsi WorkFlows and INFOhio electronic resources 8:30-11:30am. Open lab and/or professional development session available afterwards from 12:30-3:30pm.

Location: NEOnet Meeting Room B

Dates Offered: February 27

Online Testing Skills Workshop

Testing season always seems like it is right around the corner, so the more prepared you and your student are, the better! Check out this session for some strategies, tools, and resources that will prepare teachers and students for the big tests! Some of the topics covered will be EdCite, ODE Test Prep, and gamifying your test prep!

Location: NEOnet Meeting Room E

Dates Offered: March 4

Introduction to Stop Motion

Learn how to make tiny objects making tiny movements have big screen impact using stop motion filmmaking with a variety of apps. Use Legos, clay, and more to design and film your own stop motion scene.

Location: NEOnet Makerspace

Dates Offered: March 4



WorkFlows Advanced Cataloging

Training covers cataloging from INFOhio templates, cataloging equipment, modifying MARC records and transferring items. Experience with MARC records or completion of Basic Cataloging recommended.

Location: NEOnet Training Lab

Dates Offered: March 9

3D Design and Printing

This session will explore how to integrate 3D printing, designing, and activities into any classroom! Learn how 3D printing can be used as an engaging way to allow students to problem-solve and be creative in three dimensions! This session will not train on any specific 3D printer, rather how to integrate 3D printing into teaching using Tinker CAD and plenty of activity/lesson ideas!

Location: NEOnet Meeting Room E

Dates Offered: March 11

Oh The Places You Can Go With Green Screen Editing

With a little imagination, some help from a green cloth and video editing software, your students can appear to be in anywhere in the world. Green screen editing allows you to film a subject in front of a green background and then use software to replace the background with an image or video of your choice. In this session we will cover the green screen video editing process, try out a couple of video editing programs/applications, and offer some suggestions for integrating green screening into the curriculum.

Location: NEOnet Makerspace

Dates Offered: March 24

Google Classroom

This session will get your Google Classroom in ship shape! This tool is great for distributing and collecting student work! You will learn how to create and manage multiple classrooms, add people, grade, and manage your content.

Location: NEOnet Meeting Room E

Dates Offered: March 25



Student Services

Student Services Open Lab

Location: NEOnet Training Lab

Dates offered: January 15

January 27

February 3

February 26

March 11

March 25

March 30

DASL SYI For 2020/21

School Year Initialization is the process to copy up your information is DASL from the current year to the upcoming school year.

This is done at building level and can be complete at different times for each building in the district. At the end of the training you will have the opportunity to promote your students from the current year to then enroll them in the upcoming year. This entire SYI/Promotion/Bulk Enrollment process must be complete to start scheduling in the upcoming year.

Location: NEOnet Training Lab

Dates Offered: January 7

January 15

January 22

January 27

February 3

February 20

February 26

March 11

March 30

Special Education Meeting

The Special Services Meeting is for any staff in the district involved in the Special Education process and software. This meeting reviews the software releases, form changes & functionality, EMIS Reporting and a forum to discuss issues. We will also be discussing the migration to the new Refresh.

Location: NEOnet Meeting Room B

Dates Offered: January 10

ODE/ITC EMIS Training

Topics to be announced. Feel free to bring your laptops.

Location: NEOnet Meeting Room B

Dates Offered: January 15

March 2

DASL Public Course Request

This is the module where the students receive a user name and password, log into a website, and enter their schedule requests for the upcoming school year. This training will go over all the necessary steps to make sure this application is set up correctly.

Location: NEOnet Training Lab

Dates Offered: January 23

February 10

EMIS Alliance SSID Workshop

Topics to be announced.

Location: NEOnet Training Lab

Dates Offered: February 5



Final Forms Training

For districts currently using Student Registration through final forms this session will be 60 minutes of guided training on the product. Gatekeepers encouraged to attend. In addition 60 minutes of Q& A time with Final Forms.

Location: NEOnet Meeting Room A

Dates Offered: February 6

Final Forms Demonstration

For districts not currently using Final Forms a demonstration of the product and how it can integrate with ProgressBook.

Location: NEOnet Meeting Room B

Dates Offered: February 6

DASL Batch Scheduler

The batch scheduler is the application inside of DASL that will schedule your students based on their course requests. This training will help set up job parameters to ensure the highest percentage of scheduled students for your district.

Location: NEOnet Training Lab

Dates Offered: February 12

March 18

March 31

Calendar EMIS Exception

During the School Year Initialization process, buildings will put their non-attending days from the district calendar into the calendar wizard in DASL. During SYI there are no EMIS exceptions put on the non-attending days. This session will go over the steps to bulk upload your EMIS Exceptions for calendars, fix your Senior calendars, ensure hours of day are correct, and enter all the Staff Professional Development hours. Please note: ALL buildings in your district must be initialized to attend.

Location: NEOnet Training Lab

Dates Offered: February 19

March 25

EMIS Alliance Troubleshooting FTE Reports Workshop

Topics to be announced.

Location: NEOnet Meeting Room B

Dates Offered: March 11

Educational Operating Committee

Location: NEOnet Meeting Room B

Dates Offered: March 19

EMIS Alliance Troubleshooting CTE FTE Reports Workshop

Topics to be announced.

Location: NEOnet Meeting Room B

Dates Offered: March 18



Fiscal Services

Fiscal Open Labs

The Fiscal Open Lab sessions are for both State Software and eFinancePLUS users. When you register, please include in the comments the topic you would like to cover and the approximate time you will be arriving. This will help us ensure we have the proper staff available to assist you.

Location: NEOnet Training Lab

Dates Offered: January 9

January 21

February 6

February 18

March 12

March 17

Basic Cognos Training

This training is for new Cognos users and will go over the following items:

- Accessing and navigating Cognos, including running existing reports
- Creating basic reports
- Formatting reports: sorting, filtering, grouping, totaling
- Scheduling reports

At the end of the training, there will be time for users to create their own reports with assistance.

Location: NEOnet Training Lab

Dates Offered: February 7

Treasurers' Operating Committee

Bi-Monthly meeting for Member District Treasurers.

Location: NEOnet Meeting Room B

Dates Offered: February 19

USPS-R Quarter Balancing

This is a training for USPS-R users using Redesign software. Participants will learn how to balance their quarter each month, balancing FYTD - QRTRPT, ERNREG - QRTRPT, and CY - QRTRPT. Plan to attend all day. We will use the morning time to review all the reports and spreadsheet that will be used during the balancing process. The afternoon time will allow you to go through and complete your quarter balancing asking us any questions regarding your particular issues.

Location: NEOnet Training Lab

Dates Offered: March 4

State Software (Classic) Quarter Balancing

This is a training for State Software users still using Classic software. Participants will learn how to balance their quarter each month, balancing FYTD - QRTRPT, ERNREG - QRTRPT, and CY - QRTRPT. We will use the time to allow you to go through and complete your quarter balancing asking us any questions regarding your particular issues.

Location: NEOnet Training Lab

Dates Offered: March 19

Technology Services

Technology Advisory Committee Meeting

The Technology Advisory Committee is composed of District Technology Directors. This Committee assists in the technical operations of NEOnet and provides guidance and direction to the NEOnet Technical Department and the Board of Directors.

Location: NEOnet Meeting Room B

Dates Offered: January 9

February 6

March 5