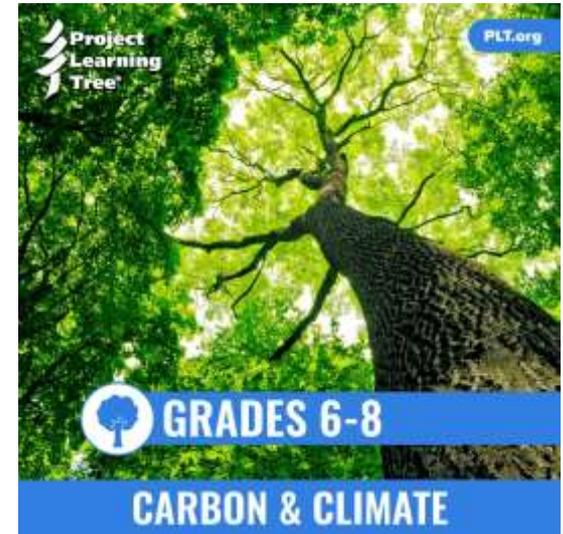




The Nuts and Bolts of E-Unit Training





Session Outcome and Overview:

- Participants will be able to list the necessary steps undertaken by coordinators and facilitators to run a successful E-Unit training event.
 - Similarities and differences between E-Unit and traditional PLT P.D. events
 - Some particulars about E-Unit workshops
 - Preparing for an E-Unit training event
 - Fire Drill: What could go wrong? How can you fix it?



A bit about Beth and Matt, and our
experience with E-Unit
professional development...



Key Terms

- **E-Unit**: One of PLT's fabulous new curriculum units; called *E-Units* because they are only housed online, not printed
 - K-2 *Tremendous Science*
 - 3-5 *Energy in Ecosystems*
 - 6-8 *Carbon & Climate*
- **E-Unit Training**: Workshop designed to prepare participants to use E-Unit materials
- **Online Training/Online Course**: One of PLT's online training modules; participants receive E-Book version of traditional guide
 - K-8, Early Childhood, GreenSchools, E-Units



What is the Same?





Some Things Remain the Same...

- Prepare an engaging (outcome-based) agenda*
- Give opportunities to try the hands-on activities
- You can (and should) go outside!
- Participants need time to reflect
- Adjust for participants' diverse needs and varied experience levels
- Participants leave satisfied with a high-quality professional development experience



What is Different?





...Some Things are Different

- Wifi access is paramount
- Participants “BYOD”
- The comfort/experience level of participants can vary *greatly*, which can affect the group dynamic more significantly
- No “hard copy” to refer to
- You order **access codes** instead of bringing books*



The Codes

- Order at least 2 weeks in advance through your State Coordinator
- Choose from:
 - K-2 E-Unit Only (\$20) **OR** K-2 E-Unit + Online PD (\$25)
 - 3-5 E-Unit Only **OR** 3-5 E-Unit + Online PD
 - K-2 E-Unit Only **OR** 6-8 E-Unit + Online PD
- Codes can be “banked” if not used
- Are not transferable or reusable
- Options for passing out & managing codes...?



The Log-In Process

- Participants must create an account/password at shop.plt.org
 - This is not the same as a login and password at PLT. org!
- Decide if they do this beforehand, or do it together at the workshop
 - Let's discuss advantages/disadvantages of both options
- Potential snags to avoid:
 - Forgotten passwords
 - School computer issues



The Hike

- E-Unit Hikes are available on Coordinator's Corner
- Highly valuable for familiarizing participants with important parts of the E-Unit that they might otherwise ignore
- "Jigsaw Method" - each group comes to the facilitator's computer to show the class where they found the info



COORDINATORS' CORNER

PROGRAM OPERATIONS | STRATEGIC PLANNING | MARKETING & COMMUNICATIONS | FINANCING | PROFESSIONAL DEVELOPMENT | CURRICULUM | EVALUATION

Home > professional development > Hikes through the guides, e-units, and website

Hikes through the Guides, E-Units, and Website

Hike Through the Guide

-  [Hike Through the Guide, Early Childhood](#)
 -  [Hike Through the Guide, PreK-3](#)
 -  [Hike Through the Guide, PreK-3 Talking Points](#)
 -  [Hike Through the Guide, Energy & Society Kit](#)
 -  [Hike Through the Guide, Biodiversity](#)
 -  [Hike Through the Guide, Focus on Forests](#)
 -  [Hike Through the Guide, Forests of the World](#)
 -  [Hike Through the Guide, Forests of the World, 13 Steps to Walking, Talking, Thinking](#)
 -  [Hike Through the Guide, Municipal Solid Waste](#)
 -  [Hike Through the Guide, Places We Live](#)
 -  [Hike Through the Guide, Risk](#)
- Go  [Southeastern Forests and Climate Change Facilitator Resources page](#) for scavenger hunts.

Hike Through the E-Units

- Coming soon!

Hike the Website

The hike leads workshop participants through PLT's new website, including the process for registering and accessing additional resources. The hike takes approximately 1 1/2 hour to complete. If you do not have enough time in your workshop, consider giving it as preparation before the workshop or homework between sessions of a two (or more) part workshop. Or you may present it as a jigsaw in your workshop, in which small groups of participants complete portions of the hike and present what they learned to the larger group. Let us know if you use another strategy to conduct the hike.

-  [Hike the PLT Website 2017](#). For use with educators in PD events and workshops
-  [Hike the Website for New Coordinators](#). For use with new State Coordinators only

CALENDAR OF DUE DATES

COORDINATORS' STORE

-  [Order Guides, E-Units, Process Items](#)
-  [Order History](#)
-  [Manage Online Courses](#)

STATE DATA MANAGEMENT

-  [Quarterly State Reporting Form](#)
-  [Template for Compiling ORF](#)
-  [State Dashboard Data](#)

MPI GRANTS

-  [2017 MPI RFP](#)
-  [2017 MPI Grant Proposal Form](#)
-  [Past Grant Successes](#)

COORDINATORS' CONFERENCE

-  [17 Regions](#)
-  [Registration Menu](#)
-  [Conference Program](#)
-  [Conference Proceedings](#)



Preparing for An E-Unit Workshop: Two Months* Beforehand

- Coordinator:
 - Become very familiar with individual E-Unit that will be covered
 - Find location with reliable, strong Wifi
 - All steps normally taken at this time for a traditional workshop
- Facilitator:
 - Become very familiar with individual E-Unit that will be covered
 - All steps normally taken at this time for a traditional workshop



Preparing for An E-Unit Workshop: Two Weeks Beforehand

- Coordinator
 - Order codes! Don't forget to share them with facilitator.
 - All steps normally taken at this time for a traditional workshop



Preparing for An E-Unit Workshop: Two Weeks Beforehand

- Facilitator
 - If participants are creating their login beforehand, give them the directions (and follow-up reminder)
 - Prepare handouts as needed
 - Create back-up screen shots and/or PDFs
 - Provide powerstrips, if possible
 - Get contact info for building tech person
 - All steps normally taken at this time for a traditional workshop



Preparing for An E-Unit Workshop: The Day Of the Workshop

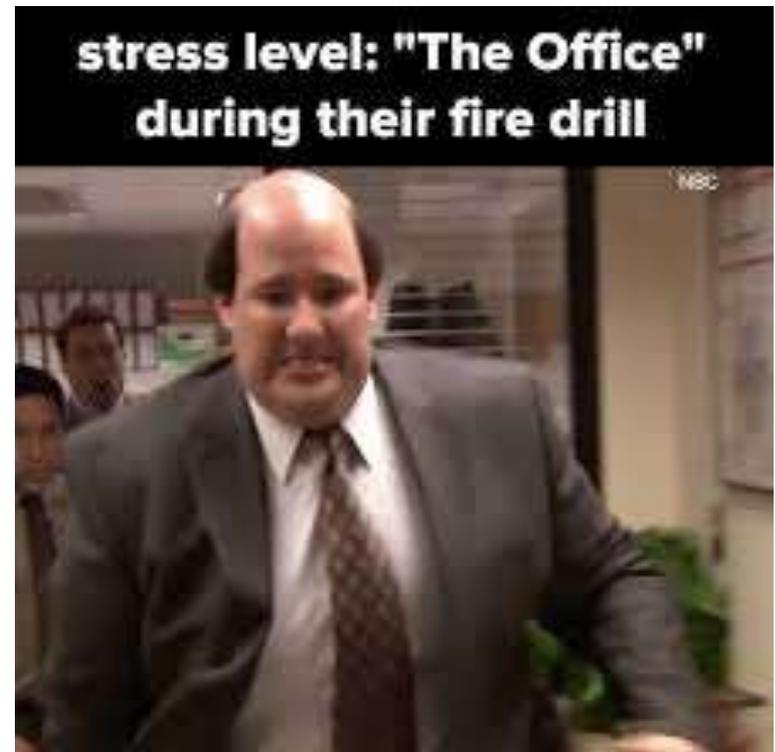
- Coordinator
 - Be available for troubleshooting
- Facilitator
 - Come EARLY
 - Immediately check and troubleshoot wifi access
 - Write wifi info on board
 - Organize powerstrips
 - Prepare codes
 - Log yourself in!
 - All other steps...



Fire Drill!

What could go wrong?
How can you fix it?

- Work with your group to list 3-5 *fears* that you have about running an e-unit workshop
- We will brainstorm solutions together





Questions and Discussion