**Course Schedule – Data Informed Supervision April/May 2024**

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| **Week Zero**  (4/8 – 4/12/24) | **4/8/24 (Monday)**  Receive an e-mail with instructions and a link to  pre-work | **4/8 – 4/12/24 (Mon – Fri)**  **PDS Online**  Login to PDS Online:   1. **Complete Pre-Work**   [10-15 minutes]   1. **Access the training and complete the Introduction and Overview materials before the Zoom session on 4/15/24.**   [25-30 minutes] | |
| **Week 1**  (4/15 – 4/19/24) | **4/15/24 (Monday)**  **ZOOM April 15**  **9:00 – 11:00 am**  Participate in the kick-off meeting.  [120 min] | **4/16-4/19/24 (Tues -Fri)**  **PDS Online**  Complete Sections 1-2 on PDS Online.  [Sec 1: 10 minutes]  [Sec 2: 20 minutes] | |
| **Week 2**  (4/22 – 4/26/24) | **4/22 – 4/26/24 (Mon – Wed)**  **PDS Online**  Complete Sections 3, 4 and 5  [Sec 3: 35-40 minutes]  [Sec 4: 10-15 minutes] [Sec 5: 40-45 minutes] | **4/25 – 4/26/24 (Thurs – Fri)**  **PDS Online**  Complete Section 6 & start Section 7 on PDS Online.  Section 7’s completion time depends on your supervisory role  [Sec 6: 15-20 minutes]  [Sec 7: 120-130 minutes total] | **4/26/24 (Fri)**  **PDS Online**  Complete Section 7 and the Dashboard Activity  **\*The first 7 sections and the Dashboard Activity must be complete before the Zoom session on 5/2/24.**  [Sec 7: 120-130 minutes total] |
| **Week 3**  (4/29 – 5/3/24) | **4/29-5/1/24 (Mon - Wed)**  **PDS Online**  Begin Section 8  [Sec 8: 105-110 minutes total] | **5/2/24 (Thurs)**  **ZOOM May 2**  **9:00 – 11:00 am**  Participate in the Dashboards meeting.  [120 min] | **5/3/24 (Fri)**  **PDS Online**  Complete Section 8 and begin  Section 9.  [Sec 8: 105-110 minutes total]  [Sec 9: 30 minutes total] |
| **Week 4**  (5/6 – 5/10/24) | **5/6 – 5/9/24 (Mon – Thurs)**  **PDS Online**  Complete Section 9  \***Sections 8 & 9 must be complete before the Zoom session on 5/10/24.**  **Office Hours (Optional)**  **May 6 (Mon) 9:00 – 10:00 AM**  Bring your Excel questions!  **Office Hours (Optional)**  **May 8 (Wed) 2:00 – 3:00 PM**  Bring your eW Reports questions!  [Sec 9: 30 minutes total] | | **5/10/24 (Fri)**  **ZOOM May 10**  **9:00 – 11:00 am**  Pre-work and participate in the final presentation meeting.  [Pre-Work: 15 min]  [Final Presentation: 120 min]  **PDS Online**  Complete the training evaluation and post-test.  [Completion: 15-20 min] |
| **Week 5**  (5/13 – 5/17/24) | **Complete all activities, evaluations, pre-post tests for full credit** | | **5/17/24 (Fri)**  **Training Closes** |