**Course Schedule – Data Informed Supervision September/October 2024**

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| **Week Zero**  (9/9 – 9/13/24) | **9/9/24 (Monday)**  Receive an e-mail with instructions and a link to  pre-work | **9/9 – 9/13/24 (Mon – Fri)**  Complete pre-work  [Pre-work: 10-15 minutes] |  |
| **Week 1**  (9/16 – 9/20/24) | **9/16/24 (Monday)**  **PDS Online**  Login to PDS Online and access the training.  **\*All the Introduction and Overview materials must be complete before the Zoom session on 9/17/24.**  [Introduction: 25-30 minutes] | **9/17/24 (Tuesday)**  **ZOOM September 17**  **9:00 – 11:00 am**  Participate in the kick-off meeting.  [120 min] | **9/18 – 9/20/24 (Wed – Fri)**  **PDS Online**  Complete Sections 1-2 on PDS Online.  [Sec 1: 10 minutes]  [Sec 2: 20 minutes] |
| **Week 2**  (9/23 – 9/27/24) | **9/23 – 9/25/24 (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] | **9/26 – 9/27/24 (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] | **9/27/24 (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 10/2/24.**  [Sec 7: 120-130 minutes total] |
| **Week 3**  (9/30 – 10/4/24) | **9/30-10/1/24 (Mon -Tues)**  **PDS Online**  Begin Section 8  [Sec 8: 105-110 minutes total] | **10/2/24 (Wed)**  **ZOOM October 2**  **9:00 – 11:00 am**  Participate in the Dashboards meeting.  [120 min] | **10/3 – 10/4/24 (Thurs – Fri)**  **PDS Online**  Complete Section 8 and begin  Section 9.  **Office Hours (Optional)**  **October 4 (Fri) 9:00 – 10:00 AM**  Bring your Excel questions!  [Sec 8: 105-110 minutes total]  [Sec 9: 30 minutes total] |
| **Week 4**  (10/7 – 10/11/24) | **10/7 – 10/8/24 (Mon – Tues)**  **PDS Online**  Complete Section 9  \***Sections 8 & 9 must be complete before the Zoom session on 10/9/24.**  **Office Hours (Optional)**  **October 8 (Tues) 2:00 – 3:00 PM**  Bring your eW Reports questions!  [Sec 9: 30 minutes total] | **10/9/24 (Wed)**  **ZOOM October 9**  **9:00 – 11:00 am**  Pre-work and participate in the final presentation meeting.  [Pre-Work: 15 min]  [Final Presentation: 120 min]  [135 min] | **10/10 - 10/11/24 (Thurs - Fri)**  **PDS Online**  Complete the training evaluation and post-test.  [Completion: 15-20 min] |
| **Week 5**  (10/14 – 10/18/24) | **Complete all activities, evaluations, pre-post tests for full credit** | | **10/18/24 (Fri)**  **Training Closes** |