

**SFUSD**SAN FRANCISCO
PUBLIC SCHOOLS

SFUSD National Board Support Program

Writing for the National Board Portfolio

Online Course Syllabus & Google Classroom Guidance

Welcome:

This course is intended for National Board certificate candidates, with a specific focus on Components 2, 3, and 4.

This online class is the only way to access specific guidance and content about writing for the National Board process. This content is not offered at Saturday Sessions. We strongly encourage *every candidate* to complete this Google Course and to continue to return to the guidance and resources throughout their candidacy.

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1. Joining the Course:

You will use Google Classroom to navigate through the course. You can access the course at classroom.google.com.

- Select the + button in the upper right-hand corner, and choose “Join class”
- Enter the course join code: **d7coop4**

2. Course Directions:

Start at the top of the “Classwork” feed and work your way down to the bottom.

 Component 1: Overview & Preparation

Stream

Classwork

People

Grades



Course Directions, Cont'd:

It's important that you complete the sections in sequential order, and that you follow the directions associated with each section.

Click "View Assignment" when beginning a new section and click "Mark as Done" after the last step of each section.

3. What to Expect:

You are a self-directed learner in this course. You'll be asked to review resources, answer questions, and practice using tools. There are videos throughout the course, so you may want to have **earbuds or headphones** handy.

The estimated time for completing this course will vary, though you may anticipate 1 ½-2 hours. Some will work straight through the course, while others will complete sections and take a break before beginning the next sections.

Course Instructor: National Board Support Program

Contact Information: nationalboard@sfusd.edu

4. Course Outcomes

By the end of this course, educators will be able to:

- **Define** three types of writing in evidence-based writing
- **Practice** identifying and using the three types of writing
- **Become aware of** common pitfalls to avoid in evidence-based writing

5. Course Feedback Survey:

All participants will complete a Feedback form at the conclusion of the final section. The link to this form will be included in the final assignment.



6. Course Outline

Section Title & Key Activities	Your Notes & Questions As You Progress Through the Course
Section 1: Principles of Adult Learning, Program Approach, and Course Goals <ul style="list-style-type: none"><input type="checkbox"/> Read slides.<input type="checkbox"/> Answer reflection questions.<input type="checkbox"/> View a screencast.	
Section 2: How to Write for the National Board Portfolio <ul style="list-style-type: none"><input type="checkbox"/> Read an overview document.<input type="checkbox"/> Explore slides<input type="checkbox"/> View a screencast.<input type="checkbox"/> Take a quiz.<input type="checkbox"/> Watch a video.	
Section 3: Practice <ul style="list-style-type: none"><input type="checkbox"/> Read a PDF section.<input type="checkbox"/> Complete a practice assignment for feedback.<input type="checkbox"/> Take a quiz.	
Section 4: How NOT to Write for the National Board <ul style="list-style-type: none"><input type="checkbox"/> Complete a Google Form.<ul style="list-style-type: none"><input type="checkbox"/> Upon submission of the form, follow two links to an explanatory screencast.<input type="checkbox"/> Read slides<input type="checkbox"/> Apply what you've learned.<ul style="list-style-type: none"><input type="checkbox"/> Access an annotated version to compare your work.	
Section 5: Resources and Feedback <ul style="list-style-type: none"><input type="checkbox"/> Complete the brief feedback form. <i>If you select "Yes" for receiving Passport hours, we will forward you a signed passport.</i><input type="checkbox"/> Open, review, and download or save resources in this final section.	

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