MT Appendix D

Course Delivery Guidelines

The Intel® Teach Getting Started Course is organized in a modular format to allow for a flexible delivery schedule. However, to maintain high quality, the following delivery guidelines have been established:

- Start implementing your first course for Participant Teachers within 30 days of completing your Master Teacher training.

- Finish implementing your first course for Participant Teachers within 90 days of completing your Master Teacher training.

- Complete modules in order.

- Choose a course agenda to fit your Participant Teachers' needs. The course can be implemented in two ways:

24-Hour Course

Module	Hours
Course Introduction and Module 1: Developing 21st Century Skills	2
Module 2: Learning Computer Basics and the Internet	2
Module 3: Fostering Critical Thinking and Collaboration	2
Module 4: Discovering Word Processing	2
Module 5: Applying Word Processing	2
Module 6: Discovering Multimedia	2
Module 7: Applying Multimedia	2
Module 8: Discovering Spreadsheets	2
Module 9: Applying Spreadsheets	2
Module 10: Developing 21st Century Approaches	2
Module 11: Planning and Doing Your Action Plan	2
Module 12: Reviewing and Sharing Your Action Plan	2
Total Hours	**24**

32-Hour Course

Module	Hours
Course Introduction and Module 1: Developing 21st Century Skills	2
Module 2: Learning Computer Basics and the Internet	2
Module 3: Fostering Critical Thinking and Collaboration	2
Module 4: Discovering Word Processing	2
Module 5: Applying Word Processing	4
Module 6: Discovering Multimedia	2
Module 7: Applying Multimedia	4
Module 8: Discovering Spreadsheets	2
Module 9: Applying Spreadsheets	4
Module 10: Developing 21st Century Approaches	2
Module 11: Planning and Doing Your Action Plan	2
Module 12: Reviewing and Sharing Your Action Plan	4
Total Hours	**32**

Note: The 32-hour course affords Participant Teachers more time for applying word processing, multimedia, and spreadsheets, and for reviewing and sharing their action plans.

- The course must be implemented for a minimum of four hours per week. Accordingly, the 24-hour course must be completed within 6 weeks, and the 32-hour course must be completed within 8 weeks of the start date.