**Faculty Performance Development (FPD) Courses**

FPD-100: BECOMING A MORE EFFECTIVE INSTRUCTOR

Mode: Classroom

Length: 5 Days

Continuous Learning Points: 35

Prerequisites: None

Minimum Class: 6 Maximum Class: 10

FPD-100 is the course designed to give DAU faculty the basic instructor skills. New faculty are strongly encouraged to complete this course before conducting classroom activities with DAU’s customers. The session covers the basic elements of the adult learning model, how to prepare for and conduct platform teaching (lectures), an overview of classroom management techniques, and several DAU-specific resources and tools. Students are given opportunities to practice teaching methods and techniques and receive detailed feedback from the instructor and other course participants. DAU faculty members are invited to re-enroll every 4 to 5 years as a refresher experience.

Course Manager: Ms. Sabrina Christian

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FPD-105: CLASSROOM FACILITATION SKILLS

Length: 2 Days

Mode: Classroom

Continuous Learning Points: 14

Prerequisite: FPD-100 and 45 days of actual teaching at DAU

Minimum Class: 6 Maximum Class: 10

This course is about creating classrooms that foster thinking through discussion and interaction. All new instructors should complete FPD-105 within their first few months of teaching and after finishing FPD-100. Interested participants should attend FPD-105 after sufficient classroom experience to develop an awareness of their delivery styles, strengths, and weakness. Participants learn how to transfer the ownership of learning to the student by using systematic questioning methods and techniques. Students develop questioning skills through applying the various question types and levels of questions within the context of leading discussions. Participants are given the opportunity to practice questioning skills and receive feedback from the instructor and other students.

Course Manager: Ms. Sabrina Christian

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FPD 106: ADVANCED FACILITATION SKILLS

Length: 3 Days

Mode: Classroom

Continuous Learning Points: 24

Prerequisites: FPD-100; FPD-105; Harvard Business Module HBS412-Difficult Interactions; Harvard Business Module HBS441-Team Management

Minimum Class: 8 Maximum Class: 12

The FPD 106 Advanced Facilitation Skills course focuses on the knowledge, skills, and attitudes instructors need to effectively manage learning activities that require grouping students into small teams to meet their educational objectives as well as alternating small group events with whole-class activities. Student teams may function in "short duration" (measured in hours, not days) or throughout long-term projects.

Course Manager: Dr. Sylvia Stokes

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FPD 107: Classroom Leadership and Administration

Length: 1 Day

Mode: Classroom

Continuous Learning Points: 8

Prerequisite: FPD-100

Minimum Class: 6 Maximum Class: 12

The course prepares faculty members to serve as lead instructors for classroom offerings. After reviewing the roles of DAU organizations, instructors learn the administrative aspects of leading a classroom session and how to apply DAU policies and directives to student problems.

Course Manager: Mr. David Fowler

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FPD-108: ORIENTATION FOR ONLINE ADMINISTRATORS

Mode of Delivery: Online via Atlas

Length: 30 days

Continuous Learning Points: 5

Prerequisites: FPD-100

In this course, instructors learn how to administer DAU online Distance Learning (DL) course offerings. Course administrative skills and techniques through practice with the Atlas Learning Management System (LMS) are covered.

Course Manager: Ms. Sabrina Christian

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FPD-150: CASE WRITING

Mode of Delivery: Classroom

Length: 3.5 Days

Continuous Learning Points: 25

Prerequisite: FPD-100

The purpose of this workshop is for participants to learn the skills required to write Harvard-type cases for DAU Level 300 and 400 courses. A DAU case is written to satisfy specific learning objectives. It normally includes the description of an actual situation, and requires analysis, a decision, and implementation. It is the product of carefully thought-out research, and employs good writing skills to create an engaging story line. Students will work though all of the steps of the case writing process, and will actually write a short case and develop a teaching note.

Course Manager: Mr. Brian Brodfueher

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FPD-151: CASE TEACHING

Mode of Delivery: Classroom

Length: 3.5 Days

Continuous Learning Points: 25

Prerequisite: FPD-100 and FPD-105

The purpose of this workshop is for participants to learn the skills required to facilitate cases for DAU Level 300 and 400 courses. A DAU case is written to satisfy specific learning objectives. It normally includes the description of an actual situation, and requires analysis, a decision, and implementation. Participants will learn how to develop a practical and effective teaching plan, develop questions to facilitate discussion, orchestrate the case discussion, and provide a comprehensive summary of the case. Participants will facilitate a small case discussion and critique fellow student’s facilitation.

Course Manager: Ms. Bobbie DeLeon

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FPD-200: INSTRUCTIONAL PRODUCTS DESIGN & DEVELOPMENT

Mode of Delivery: FOLE via Blackboard

Length: 60 days

Continuous Learning Points: 35

Prerequisite: None

FPD 200 is recommended for any faculty, Course Manager (CM), Course Manager Regional Representative (CMRR), or Performance Learning Director (PLD) involved in the development of a DAU learning asset. The course presents a systems approach to instructional products: Analysis, Design, Development, Implementation, and Evaluation (ADDIE). Students will complete readings, quizzes, and case studies highlighting each part of the ADDIE model and will relate DAU-specific processes and tools to instructional design principles. Students will apply instructional design concepts to a revision or creation of a self-selected learning asset.

FOLE courses are delivered through Blackboard. Students work independently to complete assignments and meet deadlines established by the instructor.

Course Manager: Ms. Debra Moore

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FPD-203: MEASURING STUDENT PERFORMANCE: DEVELOPING WRITTEN TEST ITEMS

Mode of Delivery: Online via Blackboard

Length: Self-Paced within established course duration

Continuous Learning Points: 35

Prerequisites: FPD-100 and FPD-200

This course is for all faculty members and administrators so that they can fully understand how to write and/or recognize valid and reliable written test items. Faculty members who are Course Managers or who are involved course development are encouraged to complete FPD-203.

Course Manager: Ms. Sabrina Christian

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FPD-206: ASSESSING STUDENT PERFORMANCE

Mode of Delivery: FOLE via Blackboard

Length: 6 weeks

Continuous Learning Points: 35

Prerequisites: FPD-200 and FPD-203

In this course participants learn the difference between testing what student's know and what they can do. It is about transitioning from testing content knowledge to assessing student products, performances, and/or behaviors in authentic situations. Participants create assessment rubrics.

FOLE courses are delivered through Blackboard. Students work independently to complete assignments and meet deadlines established by the instructor. Participation is emphasized through the use of discussion boards and may be mandatory.

Course Manager: Ms. Sabrina Christian

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FPD-207: UNDERSTANDING PROBLEM/PRODUCT-BASED LEARNING

Mode of Delivery: FOLE via Blackboard

Length: 6 weeks

Continuous Learning Points: 28

Prerequisites: FPD-100, FPD-200, and FPD-203

This course is for instructors and developers who are designing or developing classroom or online courses and must integrate complex thinking and "doing" skills into the student experience. Participants learn how to develop authentic problem, product, and/or performance-based learning events.

FOLE courses are delivered through Blackboard. Students work independently to complete assignments and meet deadlines established by the instructor. Participation is emphasized through the use of discussion boards and may be mandatory.

Course Manager: Ms. Sabrina Christian

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FPD-210: CURRICULUM MANAGEMENT ROLES AND RESPONSIBILITIES

Mode of Delivery: Online via Atlas

Length: 45 days

Continuous Learning Points: 2

Prerequisite: None

This course is for course managers and course manager regional representatives. You’ll be prepared to implement your responsibilities as defined in DAU directives. You'll know who to include in your support team and what to watch for as you review your own course materials. You'll also be ready to set up an organizational system for managing course assets and for maintaining the currency, relevancy, and quality of your course materials. You will receive information on how to participate in a course revision and how to engage in communities of practice opportunities.

Course Manager: Ms. Sabrina Christian

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FPD-309: PERFORMANCE CONSULTING

Mode of Delivery: Hybrid – Online via Atlas followed by Classroom

Length: Online-45 days; Classroom-1 day

Continuous Learning Points: 21

Prerequisite: None

This course is offered as a hybrid with a self-paced, online component and one day classroom session for DAU faculty who engage in, or anticipate engaging, in external consulting and/or mission assistance efforts. Participants learn about and discuss the phases, policies, tools and procedures used when conducting a DAU Consulting Project. Participants complete the online portion before attending the classroom portion. Upon completion of the online portion, participants prepare a Customer Notebook of a current or prospective customer/client. During the classroom portion, participants get a regional perspective of mission assistance. Participants must bring their Customer Notebooks to class.

Course Manager: Mr. John Higbee

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FPD-310: INTRODUCTION TO RESEARCH METHODS

Mode of Delivery: Hybrid with Atlas and Instructor-led components

Length: 90 Days

Learning Points: 28

Prerequisite: FPD-105

This course is for DAU faculties who engage in, or anticipate engaging in, applied research efforts at DAU. Participants learn about and discuss the language, policies, types, methods, strategies and procedures which must be followed when conducting a DAU approved Research Project. To sign up for the course you will need an ATLAS account and will need to work out a start time with a certified DAU Research Instructor.

Course Manager: Dr. Michelle Bailey

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FPD-311: ADVANCED CONSULTING AND APPLIED RESEARCH SKILLSD

Mode of Delivery: Classroom

Length: 3 Days

Continuous Learning Points: 21

Recommended Prerequisites: FPD-105 and FPD-309

This course is for faculty members who engage in, or anticipate engaging in performance consulting and/or applied research efforts. Participants learn about how to apply the six phases of the Mission Assistance/Performance Consulting process including how to socialize and define customer needs, develop a project plan to include a cost estimate; collect and protect sensitive research and consulting data, to evaluate survey and interview tools, to analyze qualitative and quantitative survey results, present/defend findings; and to plan, implement and monitor a successful project from start to closure. Individual and group exercises provide insights on alternate perspectives when applying the performance consulting process. The end result is to prepare DAU faculty to lead in consulting engagements in their Region.

Course Manager: Mr. John Higbee

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FPD-410: BLACKBOARD MECHANICS WORKSHOP

Mode of Delivery: Classroom

Length: 4 hours

Continuous Learning Points: 4

Prerequisite: None

This workshop introduces you to Blackboard, an e-learning software platform that provides an all-inclusive course management system. Training is geared for course managers, instructors who supplement their courses with Blackboard, and staff who assist faculty in course management activities. It emphasizes familiarity with the Blackboard Learning System and the basics of content collection. Any faculty or staff who regularly interacts with students regarding academic work will benefit from this instruction as well. If you have not used Blackboard or only have limited experience with it, this training is for you.

Course Manager: Nicole Isenberg

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