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## **ILLINOIS CTE Curriculum Revitalization (CR) Project Train-the-Trainer Session**

### **Overview**

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This is a four-hour, hands-on training session on how to access and use the new CTE online curriculum and assessment tools available at no cost to all Illinois CTE teachers. The session focus is on the various options open to classroom teachers to manage the student E-Units and CSAT assessment data. Participants will receive the necessary training in order to conduct future training sessions for CTE teachers in their area.

### **Date, Time, and Location**

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March 9, 2010, from 4:00 P.M. until 8:00 P.M. at St. Charles East High School in St. Charles.

### **Stipend and Travel**

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A \$150 stipend will be paid to participants or their school district for substitute reimbursement.

**Please complete the information below if you are able to attend the training.  
More details will be provided to you in advance of March 9.**

Name: \_\_\_\_\_

School: \_\_\_\_\_

Position: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**Please send completed form to:**

**Mary Waters  
CR Project Director**

**Fax: 630-208-6203**

**Email: [mary@watersedgeconsulting.net](mailto:mary@watersedgeconsulting.net)**

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## Illinois CTE MyCAERT Training for the ISBE Curriculum Revitalization Project

St. Charles East High School Computer Laboratory  
March 9, 2010 — 4:00 P.M. to 8:00 P.M.

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### Train-the-Trainer Session AGENDA

- A. Welcome and Project Overview and Expectations  
Mary Waters, Director, CR Project                      Joe Webel, CAERT Trainer
- B. MyCAERT System Overview and Demonstration
- C. Setting Up Teacher and Student Profiles
- D. Creating and Using Course Outlines
- E. Integrating E-units and Ancillary Materials via MyCAERT
- F. Integrating Online Testing via MyCAERT
- G. Student Data Management — Interpreting Reports
- H. Supervised Study — Time to work within your profile and get any questions that you may have answered!

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**DETAILS:** This Train-the-Trainer Session will be conducted for 25 CTE teachers from across Illinois to become local MyCAERT Trainers. Teacher stipend included.

**FOLLOW-UP:** System and Area Center Directors are asked to arrange training opportunities during FY10 conducted by the individuals who participate in the Train-the-Trainer Session.