

**Learning
Solutions:
Six Core
Curricula for
Training and
Professional
Development**



Learning that works

Leadership and Management Development

We custom tailor performance leadership solutions to focus on results and outcomes, while concurrently applying and developing leadership skills.

Programs are offered in several flexible delivery formats:

- live on-site delivery through traditional instruction
- comprehensive distance-learning methodologies such as online instruction or compressed video
- combination of live on-site delivery and distance-learning methodologies

The focus in all programs is on growth in professional practice, application of current research and theory to professional work, acquisition and enhancement of leadership capacities, and the achievement of career objectives.

- Courses are regularly offered at times and places convenient to the professional educator.
- State-of-the-art technology is part of each person's degree program experience.
- Instructors are experienced leaders in their field.
- Classes are held at locations and at times that make the program accessible to working professionals.

The programs are designed to enable participants to take the programs individually as a certificate or for graduate academic credit.

We offer Core Leadership Programs that are applicable across many work settings and five specialized leadership programs that are aligned to professional standards in specific education and human resource settings.

I. Core Leadership Programs

The Core Leadership Programs are organized around five core leadership competencies: leading self, leading others, leading teams, leading organizations, and technological literacy and productivity for leaders.

1. Leading Self

- leadership to shape the future
- 360-degree assessment and individual leadership development planning
- DISC profile
- Myers Briggs
- personal mastery
- ethics in action

2. Leading Others

- performance leadership—mastering the seven high-performance disciplines
- developing the new supervisor
- essentials of effective supervision
- interviewing and selection
- effective meetings
- effective presentations
- successful negotiations
- effective coaching
- managing diversity

3. Leading Teams

- leading high-performance teams
- experiential team building
- problem solving for results
- introduction to conflict resolution
- mediation and negotiation strategies

4. Leading Organizations

- creating and leading an intentional organization
- developing the organization's human capital
- leading and managing systems
- leading a learning organization
- change management
- vision and values
- strategic planning
- scenario planning
- project management
- process mapping
- financial management
- balanced scorecard
- leading culture change
- leading innovation

5. Technological Literacy and Productivity for Leaders

- technological literacy for organizational leaders
- professional productivity for organizational leaders
- technology planning for organizational leaders

II. Specialized Training and Educational Leadership Certificate Programs

We offer eight Specialized Training and Educational Leadership Certificate Programs based on recognized professional standards that are offered in the following areas:

1. school education leadership
2. higher education leadership
3. early childhood education administration
4. children, youth, and family administration and advanced program for child and youth care administrators
5. distance learning certified leader
6. multiculturalism and diversity leadership
7. human resource development leadership
8. not-for-profit leadership

III. Executive Education Leadership and Management Development Programs

The Wayne Huizenga Graduate School of Business & Entrepreneurship's Hudson Institute of Entrepreneurship and Executive Education offers customized programs for businesses seeking to transform the way they do business, including:

- Best Practices in the e-Supply Chain
- Consulting Skills for IT Professionals
- Emergency Service Leadership Institute
- Fast Track Management Development Program
- Finance for Non-Financial Managers
- Leadership Impact Lab
- Theory of Constraints

Instructional Technology and Distance Learning

Our programs focus on must-have skills to lead and manage *e*-Learning and distance learning organizations. In addition, we teach design, development, delivery, and evaluation skills for online and blended learning courses for schools, universities, businesses, and industry. The programs are delivered in certificate, credit, and noncredit formats and can be taken individually.

In addition to offering programs, we convert traditional instructor-led courses to online, provide instructional design services, and offer a wide variety of training delivery options including: compressed video, satellite, and online course hosting.

1. Distance Learning Certified Leader

- foundations of distance education
- transitioning from traditional to distance education
- leading *e*-Learning
- managing and evaluating instructional and distance education
- applications of distance education technologies

2. Distance Learning Certified Designer

- foundations of distance education
- introduction to instructional design
- instructional development and delivery
- instructional media
- project managing distance learning

3. Distance Learning Certified Instructor

- foundations of distance education
- learn how to teach an online course
- learn how to facilitate individual and group sessions

4. For Classroom Teachers Only

- foundations of teaching and learning in technology
- integrating technology into instruction
- Internet and World Wide Web for teaching and learning
- designing classroom instruction
- multimedia development
- technology tools for classroom management
- learning theory for instruction
- assessment of classroom learning
- strategies of technological change
- adaptive and assistive technology for teaching and learning

Center for Teaching and Learning

Our curriculum provides more than 25 different specializations in teacher education and school administration. These curricula are designed to enable teachers to add certification areas and endorsements, renew current certification areas, increase their levels of expertise within their fields, and provide opportunities for people with bachelor's degrees in other fields to enter teaching. The focus in all programs is on growth in professional practice, application of current research and theory to the students' professional work, acquisition and enhancement of leadership capacities, and the achievement of career objectives.

- Courses are regularly offered at times and places convenient to the professional educator.
- State-of-the-art technology is part of each person's program experience.
- Faculty members are a strong mix of local experts and resident program professors.
- The program's mission blends educational theory with professional practice.
- Classes are held at locations and at times that make the programs accessible to working professionals.

Instructional teams include practitioners from local school districts who successfully practice what they teach.

Graduate Teacher Education Program 25 Specialization Areas

- BrainSMART Program
- Charter School Education Leadership
- Computer Science Education
- Curriculum, Instruction, and Technology
- Early Childhood and Young Children Education
- Educational Leadership—Teacher as Leader
- Educational Media
- Educational Technology
- Elementary Education
- English Education
- Interdisciplinary Arts
- International Education
- Management and Administration of Educational Programs
- Mathematics Education
- Innovative Teaching in Mathematics Middle School Education
- Middle School Education
- National Board Certification
- Prekindergarten/Primary Education
- Reading and Scholastic Red
- Religious Education and Jewish Educators
- Science Education
- Social Studies Education
- Spanish Language
- Teaching English to Speakers of Other Languages
- Varying Exceptionalities

Center for Teaching and Learning

Core Teaching and Learning Programs

TEACHING AND LEARNING

The Master of Arts in Teaching and Learning (M.A.T.L.) program has been designed by the Fischler Graduate School of Education and Human Service (FGSEHS) of Nova Southeastern University (NSU) and Skylight Professional Development to meet the needs of classroom practitioners by linking theory to best practices in the classroom. As students learn from today's leading educational theorists, master teachers will model and reflect on best practice strategies to implement and develop as part of your daily classroom repertoire. NSU has designed the M.A.T.L. degree using comprehensive distance learning methodologies.

The program is structured within the context of three construct areas impacting today's classroom teacher: instruction, curriculum, and professional development.

Content areas and courses include:

- classroom and instructional management
- active learning—practice into theory
- classroom management
- instruction and assessment for diverse classrooms
- instructional strategies for the inclusive classroom
- integrated assessment for standards-based curricula
- action research in practice
- professional inquiry: teacher as researcher
- reflective practice through the portfolio process
- cognitive curriculum
- modes of inquiry: models for learning
- cognitive curriculum: teaching for intelligence
- instructional modes and technology
- models of teaching
- classroom technology

Other courses offered in Teaching and Learning include:

- technology and the school curriculum
- curriculum and instruction
- school and society—comparative issues in education
- classroom management and organization
- human development
- workshop on student evaluation
- school leadership
- survey of exceptionalities of children and youth
- school and society
- classroom management and organization
- educational measurement
- professional seminar
- fundamentals of grant writing
- educational policy and child advocacy
- curriculum trends and innovations
- research and design in education
- families, communities and schools: ethics and educational practices in a diverse society
- current research in human development
- grantsmanship, program planning, and evaluation
- evaluation and assessment practices
- interactive technology in graduate education
- classroom and instructional management
- instruction and assessment for diverse classrooms
- action research in practice
- cognitive curricula
- instructional modes and technology
- foundations of education
- classroom management and organization
- introduction to multicultural urban classroom
- multicultural perspectives in education

INITIAL CERTIFICATION PROGRAM

The Initial Certification Program (ICP) is designed for people with baccalaureate degrees in fields other than education and who wish to earn teacher certification in one of our approved program areas.

Children, Youth, and Family Studies

Children, Youth, and Family Studies offers specializations that emphasize leadership, management, public policy, developmental issues, and human dynamics. They are:

- early childhood education administrators
- child and youth care administrators
- family support practitioners

In addition, we offer advanced programs for executives in human development and family service organizations. These programs are designed for leaders of school, health, and social services who want to improve the delivery of services of their organization.

Below are descriptions of our Human Development and Family Services specializations and the training available.

1. EARLY CHILDHOOD EDUCATION ADMINISTRATORS TRAINING

The specialization for early childhood education administrators training is designed for managers, directors, and administrators of early childhood, preschool, and early childhood education programs.

2. THE SPECIALIZATION FOR CHILD AND YOUTH CARE ADMINISTRATORS

The specialization for child and youth care administrators is designed for managers, administrators, and directors of programs for children and youth with experience as a youth or child care worker or administrator or supervisor in a residential, group care, or community-based setting administrative or supervisory responsibility in a youth or child care setting.

3. FAMILY SUPPORT TRAINING

This specialization in family support studies is designed specifically for practitioners interested in developing expertise in family support and education. The curriculum is designed for practitioners who provide direct service, are involved in family liaison or advocacy work, or assume leadership and administrative responsibilities.

4. ADVANCED PROGRAM FOR CHILD AND YOUTH CARE ADMINISTRATORS

The advanced program for child and youth care administrators is designed for leaders of school, health and social services who want to improve the delivery of services of their organization. Leadership requires action in the areas of education, health, or human services for which one is responsible.

5. EARLY CHILDHOOD EDUCATION

The early childhood education program is structured according to the national and state requirements for associate degree programs in early childhood education and is offered completely online to meet the needs of working professionals in child care.

It is designed with a focus on the Federal Head Start Act and will meet the following needs:

- offer entry level college training for students in early childhood education
- provide opportunities for students to build knowledge and skills required to work with children, families, and communities.
- provide effective professional development content linking theory and practice
- facilitate distance learning college level experiences for individuals working in the field
- provide accessible professional development opportunities and support for students moving through the early childhood education career ladder.

6. PREKINDERGARTEN/PRIMARY GRADUATE TEACHER EDUCATION

Designed for experienced teachers in prekindergarten/primary grades, this specialization allows for increased depth in the field.

Speech-Language Pathology

The Programs in Speech-Language and Communication Disorders are dedicated to the education of currently practicing speech-language pathologists. Approved by the Continuing Education Board of ASHA and the Florida Speech-Language Pathology Licensure Board to sponsor continuing education activities, NSU offers a number of programs to help you stay current and earn your continuing education units.

Courses are offered in the following areas:

- speech-language foundations
- clinical efficacy—diagnosis and treatment interventions
- speech practice with children
- speech practice with adults
- professional practice and management

In addition to offering specialty certificates through both on-campus and distance workshops, we also provide professional development activities like events and conferences to keep you up to date.

Specialty Certificates

Interested in augmentative and alternative communication and assistive technology? If you are a practicing professional needing to maintain your CEUs, or if you are looking to make yourself more competitive in an increasingly competitive field, look into our specialty certificate program.

We offer high-quality courses to augment your already extensive practical knowledge. And, in order to help you put your new knowledge into practice, you will have access to one of the largest campus-based clinics in the country, or you will be given the opportunity to apply and share your new knowledge through conducting case studies. NSU is regularly adding new post-master's degree specialization programs. Contact us to see if we have a new program to meet your professional needs.

Professional Development

NSU sponsors a number of events and conferences, like the Gold Coast Conference, to help you stay on the cutting edge of your field. To add to these conferences and activities, NSU began sponsoring Journal Groups last year. These groups are an exciting and informative way for speech-language pathologists to stay current by earning continuing education credit at times that accommodate their professional schedules.

Conferences

The Gold Coast Conference is a continuing education opportunity coordinated and hosted by NSU's chapter of the National Student Speech/Language and Hearing Association (NSSLHA). The conference, usually held in March, has attracted hundreds of practicing professional from throughout the state of Florida. Graduate students are encouraged to attend and are offered admission at a greatly reduced tuition.

Topics and presenters have included Sensory Integration (Marci Laurel, 2000), Dysphagia (Michael Crary and Michael Groher, 1999; and Mary Bacon, 1996), Oral Motor Remediation Techniques (Char Boshart, 1998), Dementia (Kathryn Bayles, 1997), and Voice Disorders (Ed Stone, 1995; Frank Wilson, 1994).

Proceeds generated from the Gold Coast Conference support the NSSLHA chapter in its many worthwhile projects. The chapter has been recognized for its many community-minded services, and strives to develop leadership skills and pride in the professions of speech-language pathology.

Professional Productivity

We provide a set of core professional foundation courses that help employees be more productive interpersonally and technically and help their organizations to be more competitive.

We also work closely with state and national school-to-work initiatives developing employment-related education and training. In addition, we help special needs populations attain the employability skills needed to find and retain jobs.

We specialize in computer literacy skills training and customized corporate training. The reason for our success is that we only hire experienced computer educators. We provide both classroom and customized instruction for our corporate customers.

Classes are also taught in Spanish.

Core Professional Productivity Programs

- Communicating in the Workplace
- Conflict Resolution
- Dealing with Difficult People
- Effective Business Writing
- Effective Communications
- Effective Meetings
- Effective Presentation Skills
- Ethics in Action
- Performance Leadership for Employees—Mastering the Seven High-performance Disciplines
- Personal Mastery
- Problem Solving for Results: Tools and Techniques
- Successful Negotiations
- Time Management

Microsoft Office Plus Package.

This is a 60-hour program consisting of 12 classes. Each class is five hours long. Programs can be taken individually or as a package by organizations and include preassessment for correct placement of individuals.

Windows 95/98 Level 1 Beginning
Windows 95/98 Level 2 Intermediate

Word 97/2000 Level 1 Beginning
Word 97/2000 Level 2 Intermediate

Spreadsheets

Excel 97/2000 Level 1
Excel 97/2002 Level 2

Databases

Access Level 1
Access Level 2

Graphics and Publishing

PowerPoint 97/2000 Level 1
PowerPoint 97/2000 Level 2

Email

Outlook

Internet

Hands-on Internet

e-NOVative Solutions: Training Services

What Are Our Expert Training Solutions?

In addition to providing customized training programs, we provide one-stop training and development services.

e-Learning Design and Delivery Services

- Multimedia design and delivery services
- Distance learning consulting services
- Online course hosting
- Compressed video
- Satellite delivery
- Web design
- Course hosting
- Sales and marketing new product roll-out strategies
- Custom publishing services

Training Management Services

- Strategic training planning
- Organizational development
- Change management consulting
- Leadership development assessment
- Competency modeling
- Instructional design services
- Train the trainers
- Instructor delivery services
- Special projects

World-class Facilities

- Rent classrooms, computer labs, conference, and meeting facilities at NSU sites in Florida and other states
- Strategic alliances for facilities throughout the Americas including Latin America and Canada
- Convenient locations
- Compressed video classrooms throughout Florida

Conferences and speakers bureau

- Conference meeting management
- South Florida venue for training during the winter
- Speakers bureau

Academic Credit and Degree Programs

Doctoral, master's, and associate degrees with program specializations in:

- Graduate Teacher Education
- Education
- Organizational Leadership
- Higher Education
- Child and Youth Studies
- Speech-Language Pathologies
- Instructional Technology and Distance Education
- Early Childhood Education

Selected Customer List



Broward County Economic Development
Broward County Public Schools
Children's Services Council
Clark County Public Schools
Council on Accreditation
Dade County Public Schools
Dominican Republic
Magnet Schools of America
National Association of Elementary School Principals
Palm Beach County Public Schools
PLATO Learning
State of South Dakota
United States Distance Learning Association

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Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, Telephone number: 404-679-4501) to award associate's, bachelor's, master's, educational specialist, and doctoral degrees.

NOTICE OF NONDISCRIMINATION

Nova Southeastern University admits students of any race, color, sex, age, nondisqualifying disability, religion or creed, or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school, and does not discriminate in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.