

## Policy For Earning One Inservice Credit

In order to be recommended for one inservice credit for this course the following requirements must be successfully fulfilled:

1. Activities - all activities must be completed by the ending date of this course and done according to the specifications outlined in the assignments. This includes resubmitting all work needing elaboration or revision. Each assignment has a rubric stating the expectations for the work. All posted work must meet the criteria for "Outstanding Work" or "Nice Work" according to the rubric for the assignment. You must earn a total of 15.0 points to earn the credit. For work to be considered on time it must be submitted by 11:59:59 of the Sunday ending the week for the assignment.

2. Participation - your participation online, indicated by the data, is expected to be a minimum of three times weekly. You are expected to participate in all class discussions and to read and comment on postings by your instructor and colleagues.

3. To be submitted the last week - the completed interdisciplinary lesson plan incorporating the use of spreadsheets as discussed during the course and deemed to be an acceptable topic by the instructor.

\*\* Post a note in the Item: **I Have Read It!** confirming that you understand all the conditions of the course.