Professional Development Plan

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Kentucky Teacher Standard to be addressed:
IX: Technology Integration

1. Personal Growth Need:
   My Strengths:
   • Extensive knowledge and use of e-mail
   • Extensive knowledge and use of the Internet and World Wide Web
   • Extensive knowledge and use of Microsoft Word

   My Areas For Professional Growth:
   • Using PowerPoint
   • Using Microsoft Outlook
   • Using Microsoft Access

2. My Objectives:
   By the end of the semester, I will be able to:
   • Use PowerPoint to create presentations
   • Use Microsoft Outlook for time management and assignment tracking
   • Use Microsoft Access as a database for keeping addresses and phone numbers

3. Strategies (Actions) Needed:
   • I will enroll in CIS 212
   • I will attend workshops given by the EKU computer center
   • I will practice in the computer lab at least three hours a week
   • I will seek assistance from lab assistants in the computer lab
   • I will seek knowledge and assistance from classmates in my CIS 212 class

4. Strategies For Assessing Progress (Impact):
   • The grades I receive in CIS 212
   • My ability to create PowerPoint presentations
   • My ability to use Microsoft Outlook
   • My ability to use Microsoft Access
   • The feedback I receive from lab assistants and classmates

5. My New Area For Professional Development:
   • Using scanners and digital cameras