

## SAMPLE ACTIVITY FORM - secondary English

### DESCRIPTION OF A PROFESSIONAL DEVELOPMENT ACTIVITY FOR CEUs

This form or its equivalent is to be used to document each activity for which CEUs are awarded. Use additional pages if necessary.

\_\_\_\_\_  
NAME OF APPROVED PROVIDER

\_\_\_\_\_  
PROVIDER NO.

Exploring public speaking courses

\_\_\_\_\_  
TITLE OF ACTIVITY

ASSIGNED ACTIVITY NUMBER :

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Activity Start Date : 11 / 12 / 05

Activity End Date : 11 / 12 / 05

Number of sessions : 5

Evaluation completed (date) : \_\_\_\_\_

Dates of sessions :

11 / 12 / 05

Total Contact Hours : 5  
(include only time on task in calculation)

No. CEUs Awarded : \_\_\_\_\_  
(Based upon total contact hours)

Date CEU Certificates Issued : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Total No. Participants Awarded CEUs : \_\_\_\_\_

Name of Presenter(s) if applicable : N/A

Appropriate focus : (cite specific reference to CT Framework, CT Common Core of Learning, CT Common Core of Teaching, and CT Guidelines for Teacher Evaluation & Professional Development)

CT Discipline-based standards for English Language Arts; CCT; CCL

Learning Outcomes : (as a result of participating in this activity, a participant will...)

- \* have a greater awareness of what other teachers include in public speaking courses in their schools
- \* identify skills developed through a public speaking course that could also be developed through oral presentations given in other English classes

Effect on Improved Student Learning : (as a result of this activity indicate how student learning may be improved)

- \* students will be more aware of specific skills they can work on, in any subject-area class, that will help to improve their oral presentations

Additional Requirements for Successful Participation / Completion :

N/A

Describe evaluation methodology : written summary of what teacher learned through observations and conversations with other teachers

\_\_\_\_\_  
CEU Coordinator Signature

\_\_\_\_\_  
Date