

# INSTRUCTIONAL TECHNOLOGY EQUIVALENCY

The Instructional Technology class itself is an “entry level” class that is geared toward familiarizing instructors with the different types of things that they can use in their classroom, and to give them exposure to Word, PowerPoint and MovieMaker. If you consider yourself technology savvy you can complete the equivalency process below.

The best way to demonstrate your knowledge from a distance is to write an essay and attach some examples. Here is a list of the “skills” that should be demonstrated within your essay;

- Ability to locate and utilize instructional resources available on Disc or internet format
- Ability to locate information on the POST website and learning portal
- Ability to create learning materials such as puzzles and handouts in a Word document (that includes inserting a chart, graph or picture behind the text)
- Ability to create and utilize easel charts effectively
- Exposure to GameShowPro and other interactive “game” software
- Ability to identify, create and/or use props
- Ability to connect a LCD projector to a computer
- Ability to create a PowerPoint presentation (that includes inserting pictures, video, animation and using a hyperlink)
- Ability to create a Movie presentation (that includes developing a story line, inserting pictures, video, music, and using transitions)
- Ability to explain copyright laws

**Describe how you incorporate these skills in the courses that you teach** and attach examples of Word handouts or puzzles, a PowerPoint presentation that includes the elements listed and a short video that you have created. Included in your essay, please **explain the significance and impact of copyright laws on our teaching profession.**

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Please submit your essay and supporting documents to Scott Ybarrondo via email at [sybarrondo@govtraining.com](mailto:sybarrondo@govtraining.com)

**\*NOTE:** if the essays are incomplete, reviewers should take the time to contact the individual submitting for equivalency and verbally review the requirements, give additional direction and set a deadline for resubmission.