AGENDA
February 13, 2019

1. CASAS National Summer Institute 2019
    a. Did you complete the *Presenter Registration Form* and return to jsuarez@casas.org?
    b. Did you mark your calendar for SI 2019?
        i. Technology Trainer Meetings
        ii. Technology Trainer – Pre-Training Schedule
        iii. Technology Trainer – Training Schedule (TBD)
2. Resources for Technology Trainers
3. Technology Lab Schedule
    a. What labs would you be interested in training?
        i. Support, Co- or Lead Trainer?
    b. Plan to train in at least two TE and two eTests labs.
4. Training Descriptions
    a. Please review lab descriptions to help choose ones you are interested in training.
5. Training Materials
    a. SI 2018 Activity Packets are available at: Home > Training and Support > eTests Online Help.
        i. Download materials for review and build your training binder.
        ii. Report areas to update, edit, and correct to dmontgomery@casas.org.
        iii. Offer suggestions for revisions to dmontgomery@casas.org.
    b. Train the Trainer
        i. Put yourself through pre-training sessions with SI 2018 Activity Packets.
        ii. If you have any questions or need clarification, e-mail dmontgomery@casas.org.
    c. Session Warm-Up
        i. Select an activity to focus participants' attention on the training topic.
            1) For example, hare *Your* story about How? When? and Where? Participants will use what they learn.
            2) Share a story about how a student, teacher, or administrator will benefit from what they will learn.
    d. Session Wrap-Up
        i. Application: Provide an opportunity for participants to make an "action plan" for –
            1) **How?** they will use what they have learned
            2) **When?** they will use what they have learned
            3) **Where?** they will use what they have learned

Thank you for considering training with us at SI 2019!