



**DELAWARE TEACHER CENTER**  
**Workshop Proposal Form**  
**(302) 736-6723 or (800) 282-8770**  
<http://www.dtc.k12.de.us>



<b>Workshop Title:</b>			
<b>Have you previously taught this course for the Teacher Center? Yes/No</b>			
<b>Prerequisite:</b> If any			
<b>Target Audience:</b>			
<b>Suggested Date(s):</b>			
<b>Suggested Time(s):</b>			
<b>Suggested Location:</b> <small>*DTC can offer space for a limited number of participants</small>			
<b>Address of workshop location:</b>			
<b>Minimum Class Size:</b>		<b>Maximum Class Size:</b>	

<b>Name of Instructor:</b>	
<b>Title of Instructor:</b>	
<b>Business Name:</b>	
<b>Address:</b>	
<b>Phone Number:</b>	
<b>Home Address:</b>	
<b>Cell Number:</b>	
<b>E-mail Address:</b>	
<b>Assistant Instructors/Titles:</b>	

## Workshop proposal details

**Rationale:** *Provide evidence that there is a need for this course, that participation will have an impact on educational practice, and that there are connections with state standards where applicable.*

**Course Description:** *Give a brief description of the course to be placed in the professional development brochure. This should include major goals and objectives, as well as list all pertinent information that participants should know.*

<p><b>Mode of Instruction:</b>  <i>Specify the instructional methods and materials to be used. Mode of instruction should reflect current best practice. (Ex.: lecture, demonstration, hands on, cooperative groups.)</i></p>	
<p><b>Activities:</b>  <i>Activities should be consistent with the goals and objectives and should involve active participation by the students.</i></p>	
<p><b>State Standards:</b>  <i>Indicate specific standards which are being targeted. (You may just use the numbers.) Please be sure that you are using the most recent standards.</i></p>	

**Please attach an agenda for classes over 3 hours.**

Please submit completed proposal form to Director of Delaware Teacher Center at [misty.yencer@capital.k12.de.us](mailto:misty.yencer@capital.k12.de.us)