Following are the notes taken by a staff developer when planning for a two-day EarthComm workshop. The notes are based on an interview with the Science Supervisor of the school district for whom the training was taking place.

**Background of Participants**

- 30 teachers will be attending the EarthComm workshop.
- Most of the teachers are full-time Earth science teachers, some are part time, teaching biology, chemistry or physics the rest of the time.
- Approximately 50% of the teachers have a good background in Earth science.
- They will be teaching EarthComm this school year (2004-2005).
- Two-thirds of the teachers are new to EarthComm and have never been to an EarthComm training. One-third taught EarthComm last year, and taught various activities from the different modules. It is unknown whether they have been to an EarthComm training.
- They have been issued all the EarthComm modules. They have been told that they can choose the order in which to teach the modules. They will be teaching each module at various times of the year.
- The school year began the week on Wednesday, Sept. 6. By the time of the workshop, the teachers will have taught 14 days.
- In the past, they did not use one specific curriculum. Most of them used a selection of curricula or developed their own.

**Classroom Needs and Workshop Content**

- The instructional approaches used in EarthComm should be demonstrated to the teachers.
- Recommendations should be given for overcoming issues teachers will face with the curriculum, such as reading and bilingual issues and pacing issues.
- The use of processing and reflection questions should be explicitly stated and demonstrated to the teachers.
- The characteristics of inquiry-based science and inquiry methods for building knowledge should explicitly stated and demonstrated to the teachers.
- Suggestions should be given for using journals for assessment and processing of activities.
- Suggestions should be provided on preparations needed to teach EarthComm activities and modules.
- Suggestions should be given for sequencing the chapters and modules and relating them to Chicago and Illinois standards.

**Workshop Agenda**

- Teachers would benefit from learning how one module is structured. They can then apply this understanding to the other modules which follow the same design.
All the teachers will be teaching Earth’s Dynamic Geosphere, so this is the recommended module to demonstrate to teachers.

The workshop should have a selection of activities that are demonstrated to the group, some that they work on in groups or individually, and some that are just described.

Teachers discuss the results, benefits and difficulties of the activities in small and large groups after they have been performed.

**Workshop Facilities**

- The workshop will take place at a school district Professional Development center.
- The center has science laboratory facilities that include science lab tables, running water and electricity.
- There is a whiteboard at the front of the science lab room.
- There is NO internet connection available.
- There are no eating facilities close by. Lunch can be delivered.

**Workshop Materials**

- The Professional Development will provide soft cover student books and teacher guides for Earth’s Dynamic Geosphere.
- The Professional Development site will provide consumable and durable materials for each of the Earth’s Dynamic Geosphere chapters (one kit is designed for 30 students, so the same will be provided to the 30 teachers).
- The professional development center will provide an LCD projector and overhead.