



OKLAHOMA DEPARTMENT OF CORRECTIONS
Professional Development
Blended Coversheet/Lesson Plan

COURSE INFORMATION					
Catalog Code	131-ODOC	CLEET Code		Credit Hours	(i.e. .5, 1.5 hrs.)
Course Title	131-ODOC (Course Title)				
Course Type	(E-Learning, Blended, or Hybrid Learning)				
Authored/Designed by	(SME, CTO, Training Specialist, Agency i.e. NIC, VALOR, LinkedIn)				
Signature and Date					
Revised/Reviewed by					
Signature and Date					
Instructor Requirements	(SME, CTO, Certified SME, Training Specialist)				
Time Frames	Orientation ____ Annual In-service ____ Elective ____ Other: (Indicate Below)				
Applicable Programs	(NEO, Academy, Facility In-service, P&P In-service, Temp Nurses, CM, etc.)				
Pre-requisites	(CLD Intro, CLDI, CLDII, CLDIII, MI/LSI-R Fundamentals)				
Target Audience	(All Staff, PPOs, Facility Staff, etc.)	Instructor Ratio	(Student #:1)		
Approved by					
Signature and Date					
PERFORMANCE OBJECTIVES					
(List one objective per bullet, use as many bullets as necessary)					
At the conclusion of this course participants will be able to:					
<ol style="list-style-type: none"> 1. (Remember to use Bloom's Taxonomy and ensure objective is measurable) 2. 3. 					
(Measurement of learning, i.e. Completion requires an 80% or higher score on the end-of-course eLearning assessment.)					

COMPETENCIES									
Adaptability			Financial & Budget Concepts			Policies & Procedures			
Building Consensus			Human Resources Concepts			Prioritization			
Business Technology			Influencing Others			Problem Solving			
Coaching/Developing Others			Interpersonal Relationships			Process Improvement			
Communication			Leading Change			Project Management			
Conflict Resolution			Legal Concepts			Resilience			
Continuous Learning			Making Data-Driven Decisions			Self-Awareness			
Creativity and Innovation			Managing a Team			Self-Motivation			
Customer Service			Negotiation			Social Awareness			
Ethical Concepts			Networking			Strategy and Vision			
External/Global Awareness			Organizational Awareness						
Other:									
METHOD OF EVALUATION									
METHOD OF EVALUATION		Yes	No	DELIVERY METHODS/ TECHNIQUES			INSTRUCTOR MATERIALS		
Written Exam				Video/eLearning			Class Roster		
Oral Exam				Physical Demonstration			Sign-In Sheets		
Recorded Interview				Classroom Lecture			Lesson Plan		
Physical Demonstration				Informal Lecture			Agenda		
eLearning Assessment				Power Point/Manual			Evaluation Forms		
				Oral Demonstration			Testing Material		
PHYSICAL SPACE REQUIREMENTS									
Room Setup		Classroom			Workstations				
		Auditorium			Semi-Circle				
		Circle			Tactics/Gym				
		Other:							
EQUIPMENT AND SUPPLIES									
Audio/Visual		Power Point Remote			DVD Player/TV				
		DVD Video			Video Camera				
		Overhead Projector			Laptop				
		Other:			Other:				
Facilitation		Flip Chart			Masking Tape				
		Flip Chart Stand			Markers, #				
		Dry Erase Markers			Post It Notes				
		Props:			Handouts				
					Other:				
Participant		Blank Paper			Pens/Pencils				

		Duty Gear		Other:
REFERENCES/SOURCES				
<p><i>It is expected that copyright permission will be obtained before using information or other material in this Lesson Plan.</i></p> <ul style="list-style-type: none"> <i>(List all sources here.)</i> 				
COURSE SUMMARY				
<p><i>(Course Summary here)</i></p>				
LESSON PLAN				
PRESENTATION PLAN			NOTES	
<p>MOTIVATION: <i>(List objectives here, ice-breakers, and any pre-course work.)</i></p>			<ul style="list-style-type: none"> <i>(If there are pre-requisites, or any other requirements for the course, please place here.)</i> 	
<p>PRESENTATION: <i>(Instructional material goes here. i.e. lecture, skill demonstration, or information the instructor relays/teaches the learner-except those included in Application.)</i></p>			<p>NOTES: <i>(All things pertinent to the instructor go here, i.e. Instructor to assign 2 minute speeches after completion of the Legal section.)</i></p>	

<p>APPLICATION:</p> <p><i>(Activities, Discussions/Scenarios, and Exercises go here, i.e. group work, demonstration, skill practicals)</i></p>	<p>NOTES:</p> <p><i>(All things pertinent to the instructor go here, i.e. Instructor to demonstrate baton movements.)</i></p>
<p>EVALUATION AND CONCLUSION:</p> <p><i>(Student Evaluation goes here, i.e. Demonstration, Written/eLearning Assessments, etc.)</i></p>	<p>NOTES:</p> <p><i>(All things pertinent to the instructor go here, i.e. Instructor to demonstrate baton movements.)</i></p>