Data Quality Curriculum

SPECIAL EDUCATION TRACK SYLLABUS

COURSE INFORMATION

Course Description:
This track has been created especially for LEA staff members who work with, are impacted by, or have an impact on data submitted for special education reporting.

Course Objectives:
The objective of the DQC Special Education Track is to increase quality data in the special education realm that is vital for an LEA's success.

Upon completion of this course, participants will increase awareness in:

- Compliance submissions
- Local requirements
- Funding integral to student achievement and support

Course Requirements:
Participants in the Special Education Track will need the following to successfully meet all course requirements:

- Internet access
- Access to a Moodle account
- Complete all assigned online coursework on time with a 90% average.

Course Structure:
This track will be delivered entirely online, using the platform of Moodle. You will use your Moodle account to login to the course from the DQC Program login page (https://www.padqc.org/learn).

Once on the DQC Moodle site, participants will access the online exercises, course materials, and resources. Exercises will consist of quizzes, assignments, and discussion forums.

Course Access:
To access the Special Education Track on Moodle, participants will need access to the Internet and a supported Web browser (Firefox, Google Chrome, or Safari).

Moodle login information will be provided for access to the course through the DQC registration form located on the www.padqc.org/learn homepage.

Technical Support: If you need technical assistance at any time during the course or to report a problem with Moodle you can:

- Contact a member of the DQC team. Refer to your welcome email for information.

General Information: Tracking Progress: Participants can review their progress by locating the Assignments block in Moodle and clicking the quiz and assignment link. To review a combined list of completed assignments and quizzes, locate the Grades option under Settings.

- The Special Education Track consists of online exercises, including forum discussions, assignments, and quizzes.
- Assignments are to be submitted online as a Word Document or online text.
- Forums allow participants to view and reply to others' posts. Always post respectfully.

Grading: Quiz questions are graded automatically though Moodle. Assignments and open ended questions will be graded manually and will not show a grade until it is entered by the instructor.

Contact Information: Please contact RA-DDQDataCollection@pa.gov with questions or for more information about the DQC.

COURSE OUTLINE

DQC Special Education Track	
Exercise	**Quizzes and Assignments** *All Resources and Assignment documents are available on Moodle.*
1: Special Education Data Discussion Exercise	• Special Education Data Discussion Assignment **Resource:** Special Education Data Discussion Document
2: Special Education Reporting in PIMS Exercise	• Special Education Reporting in PIMS Quiz **Resources:** PIMS Manual Volumes 1 and 2, PDE Resource Guide
3: Who, How, and Why Exercise	• Who, How, and Why Reports Quiz **Resource:** Special Education Data Process Flow Chart (PDE Resource Guide)
4: State Initiatives, Funding, and Special Education Data Exercise	• State Initiatives, Funding, and Special Education Data Quiz **Resources:** Act 16 Guidelines
5: Special Education Organizer Exercise	• Special Education Organizer Assignment **Resource:** Special Education Organizer Document
6: Final Exam Special Education	• Special Education Final Exam
9: Special Education Track Certificate	• DQC Special Education Track Certificate