

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.pdq.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 login page that can be found at www.pdq.org/learn

Technical Support:

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

- Review the online Moodle Tutorial located in the *Need Help with Moodle* block.
- For forgotten passwords, please click the forgotten password link and follow instructions.
- Contact the PIMS point of contact at your local intermediate unit.

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 worth one point each and will be graded automatically through 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

<i>DQC Special Education Track</i>	
<i>Exercise</i>	<i>Quizzes and Assignments</i> <i>All Resources and Assignment documents are available on Moodle.</i>
<i>1: Special Education Data Discussion Exercise</i>	<ul style="list-style-type: none"> Special Education Data Discussion Assignment Resource: Special Education Data Discussion Document
<i>2: Special Education Reporting in PIMS Exercise</i>	<ul style="list-style-type: none"> Special Education Reporting in PIMS Quiz Resources: PIMS Manual Volumes 1 and 2, PDE Resource Guide
<i>3: Who, How, and Why Exercise</i>	<ul style="list-style-type: none"> Who, How, and Why Reports Quiz Resource: Special Education Data Process Flow Chart (PDE Resource Guide)
<i>4: State Initiatives, Funding, and Special Education Data Exercise</i>	<ul style="list-style-type: none"> State Initiatives, Funding, and Special Education Data Quiz Resources: Act 16 Guidelines and School Performance Profile (online resource)
<i>5: Special Education Organizer Exercise</i>	<ul style="list-style-type: none"> Special Education Organizer Assignment Resource: Special Education Organizer Document
<i>6: Final Exam Special Education</i>	<ul style="list-style-type: none"> Special Education Final Exam
<i>9: Special Education Track Certificate</i>	<ul style="list-style-type: none"> Participants will have 30 days after the track has closed to print or save their certificate of completion.
<i>10: DQC General Forum</i>	<ul style="list-style-type: none"> Please use this shared forum to post any questions, comments, or concerns while completing the track.