

**Standards Governing the Use of
Continuing Education Units
for Child Development Associates**

**RATIONALE FOR MEETING THE FOLLOWING STANDARDS BY THE
CENTER FOR INCLUSIVE CHILD CARE, CONCORDIA UNIVERSITY,
LEARNING CENTER *ENHANCED SELF-STUDY COURSES*:**

1. Plan activities in response to the educational needs which have been identified for a target audience.
 - *Our target audience is professionals and practitioners working in early childhood or school age inclusive settings. Our “enhanced self-study courses” are meant to be an in-depth, comprehensive examination of special needs topics which will augment the inclusive setting through greater staff or practitioner knowledge of the disability topic. Academic research and CICC usability studies confirm that this multi-delivery system rich media approach enhances learning, making this a highly effective teaching tool to practitioners.*
 -
2. Each activity has clear and concise written statements of intended learning outcomes.
 - *Each of our Enhanced Self-Study courses begin with course objectives and competencies met using the MN Core Competencies (www.mnaeyc.org, 2005).*
 - *Our goals include:*
 1. *Promoting practices that support the development of young children with special needs in inclusive settings.*
 2. *Highlighting practices that support the ongoing development of young children with special needs.*
 3. *Offering through the learning units, a variety of evidence-based practices, strategies, and intervention procedures from which practitioners can select in working with children with special needs.*
3. Qualified instructional personnel are involved in planning and conducting each activity.
 - *Each of our courses is written under the direction of Concordia University Faculty and have been peer reviewed. The course layout is based on research findings from several sources including “The Audio Revolution: Social Trends and Implications for Distance Education and Instructional Design” (Simmer, 2005). Instructional design is based on research on rich media and multiple delivery systems for online self study (Simmer, 2005).*

4. Content and instructional methods are appropriate for the intended learning outcomes of each activity
 - *Each self-study course includes content and instructional methods that match the learning outcomes. Each course is divided into learning units which meet individual learning outcomes with learning reinforcers at the conclusion of each section (unit). The learning reinforcers give immediate feedback to a participant on whether the learning outcomes were met by the participant.*
 - *We are relying on evidence-based practices to support our learning interface which are defined as “Practices that are informed by research, in which the characteristics and consequences of environmental variables are empirically established and the relationship directly informs what a practitioner can do to produce a desired outcome”. (Center for Evidence-Based Research, Dunst, Trivette, and Cutspec, 2002).*
 - *We are employing several different approaches to meet adult learner differences including the following:*
 - *downloadable audio versions provide a lifestyle-adaptive supplemental delivery system designed to increase content exposure and reinforce course material*
 - *rich media content modules are designed to engage the learner through properly chunked text and animation which increases screen readability and thus comprehension.*
 - *interactive learning reinforcers test knowledge within the presentations and provides immediate feedback on correct and incorrect responses*
 - *an artificial intelligence (AI) bot is programmed with a comprehensive knowledge base directly and indirectly related to course content. This, along with an extensive terminology glossary, provides an invaluable and engaging enhancement to course content and the learning process itself.*
 - *downloadable key point summary sheets provide a convenient reference during and after the course.*
5. Participants must demonstrate their attainment of the learning outcomes.
 - *Each Enhanced Self-Study course includes learning reinforcers (noted above) integrated into the learning stream. In addition, each participant sends in a written assessment following the course to the instructor of record at Concordia University who then grades and returns the assessment. All records will be kept in the registration interface.*
6. Each course is evaluated by the participants.

- *Each course has a required evaluation component for participants in the form of an online usability study.*
7. The sponsor has an identifiable unit, group, or individual with clearly defined responsibilities for the developing and administering learning activities.
 - *Development of the Enhanced Self- Study courses is done by a Concordia University Instructor of Record. All written materials are from published works copyrighted to the Center for Inclusive Child Care, Concordia University. All research of course material is evidence-based. Administration of the Enhanced Self-Study courses is done by the Director of the Center for Inclusive Child Care, Concordia University.*
 8. The sponsor has a review process in operation that ensures the CEU criterion are met.
 - *The Enhanced Self-Study Courses are reviewed by a committee comprised of: the Director of the Center for Inclusive Child Care, the Technology and Web Development Director of the CICC, and the CICC Publications Editor/Coordinator.*
 9. The sponsor maintains a complete record of each individual's participation and can provide a copy of that record upon request for at least seven (7) years.
 - *The Center for Inclusive Child Care, Concordia University, keeps record of each individual's participation and can provide a copy of that record for at least 7 years.*
 10. The sponsor provides an appropriate learning environment and support services.
 - *The Center for Inclusive Child Care has developed the Enhanced Self-Study courses based on evidence-based research and quantitative research on best practices on how adults learn in a distance education delivery format.*

For more detailed information about CEUs, please refer to the CDA Training Guide, [Preparing Professionals as Child Development Associates](#) under Council Publications.