

ACLSA Training Sequence is as Follows: Prices noted below. PRICES SUBJECT TO PROBABLE CHANGE IN SPRING/ SUMMER 2009. ANY TRAINING CONFIRMED PRIOR TO PRICE CHANGE WILL BE LOCKED INTO EXISTING RATES NOTED BELOW

Day 1:

- ❖ History & Development of the Tools
- ❖ How tools respond to Best Practice Standards
- ❖ Intro to Navigating Website
- ❖ Intro to ACLSA and Skill Application Process
- ❖ Reading the Assessment
- ❖ Learning Styles & Life Skills
- ❖ Learning Plan Development with Skill Application Practice
- ❖ Assessment Supplements

Day 2:

- ❖ Implementation (This portion I flex re: time based on needs or not of participants)
- ❖ Data Collection
- ❖ Assessment Supplements Skill Application Practice
- ❖ Learning Plans & Assessment Supplements
- ❖ Prep participants for Day 3 Certified Trainers Written Test & Participant Train back/ skill application practice with formal feedback

Day 3

- ❖ Participant Train back (this takes majority of day)
- ❖ Written Test
- ❖ Give out codes and passwords to access ACLSA Trainer Site/ Review Site contents etc.
- ❖ Give out other related links / resources etc. trainers will need
- ❖ Evaluation Forms & End

COSTS

Day 1 End User – Stand Alone is \$195.00

Days 1 & 2 Certified End User is \$395.00

Days 1,2 & 3 – Full 3 Day Train the Trainer Course is \$595.00

No fees to recertify – certification for trainers last 3 years- recertification process going on-line in 2009.

To Travel Out of Town to Conduct Training:

Cost is \$1250.00 per day plus travel/ lodging reimbursement. **Cost includes** manual prep and shipping etc..

For Out of Town Trainings:

I can take up to 20 participants if we have 2:1 computer access. Each day is approx 8 hours (day 3 is sometimes a little shorter based on number of participants).

Location requirements for out of town or off CCONY site training:

1. 2:1 Computer / Internet Access (ability to print is very helpful but can work around that)
2. Adobe on computers is a must / WINZIP and Excel are helpful but not required
3. Trainer access to internet and power point projector or similar (can bring own laptop if needed.

Out of town training requests generally require a lead time of 4 to 6 weeks. However it is sometimes possible to deliver sooner.