

COURSE LIST

Learning objectives for each course are listed at the end of this document.

[Video courses with closed captioning](#)

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INC 157 Supporting Parents of Children with Disabilities Through the IEP Process (Part I)	45 minutes
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INC 159 Basics of Positive Behavior Support	45 minutes
INC 160 Bullying Awareness, Prevention, and Intervention	45 minutes
INC 161 A Positive and Preventive Approach to Classroom Discipline	45 minutes
INC 162 Teaching Appropriate Social Skills to Form Relationships and Prevent Bullying	45 minutes

COURSE OBJECTIVES

Courses with video and closed captioning

INC 119 Confidentiality **45 minutes**

The participant will...

- Be able to state the legal basis for keeping information confidential about students served by special education.
- Discover the types of student information and who has access to that information.
- Explore ways to avoid sharing confidential information.
- Identify ways to maintain confidentiality in the community and in the classroom.
- Learn how to answer questions involving confidential information about students.

INC 120 Special Education Service Delivery: Inclusive to Self-Contained Classrooms **45 minutes**

The participant will...

- Differentiate between direct and indirect special education services.
- Learn the six settings associated with the special education continuum of services and identify the three which serve the largest numbers of students.
- Identify characteristics of inclusive, resource, and self-contained settings.
- Identify tips and suggestions for teachers working in or supporting inclusive, resource, or self-contained settings.
- Understand the roles and responsibilities of teachers for inclusive, resource, and self-contained settings.

INC 121 Working with Paraeducators (Part I) **45 minutes**

The participant will...

- Define the job title of paraeducator and acquire knowledge of general characteristics.
- Identify common myths about paraeducators.

- Recognize paraeducator accommodation and modification guidelines.
- Recognize the importance of providing an orientation to the classroom.
- Learn to define specific paraeducator duties.
- Identify strategies for planning with paraeducators.
- Describe various instructional arrangements for teachers and paraeducators.

INC 122 Working with Paraeducators (Part II)

45 minutes

The participant will...

- Understand the roles and responsibilities of the teacher as a supervisor of paraeducators.
- Differentiate the roles of official and immediate supervisor and identify specific responsibilities of classroom teachers as immediate supervisors.
- Identify tips, strategies, and suggestions for effective supervision of paraeducators.
- Learn effective strategies for dealing with paraeducators assigned to classrooms.
- Understand the classroom teacher's role in paraeducator performance evaluation.
- Learn effective strategies for dealing with classroom instructional problems involving the paraeducator.

INC 123 Collecting Instructional or Behavioral Data

45 minutes

The participant will...

- Understand the purpose of instructional or behavioral data collection.
- Review tips for successful data collection.
- Discover various methods for collecting instructional data.
- Examine various methods for collecting behavioral data.
- Learn how to make good decisions based on data.

INC 124 Supporting Organizational Skill Development

45 minutes

The participant will...

- Gain a basic understanding of the role that instruction in organizational skill strategies plays in assisting students to focus on the learning process and accomplish an academic task independently.
- Be able to teach organizational strategies.
- Learn suggestions for providing feedback to students.
- Know strategies to use when working with students on teacher-pleasing behavior, understanding and completing assignments, reading textbooks, taking tests, writing paragraphs, and understanding concepts.
- Understand how to assist students in becoming proficient, strategic learners.

INC 125 Assisting Struggling Readers with Their Textbook Assignments

45 minutes

The participant will...

- Discuss difficulties that struggling readers might have when navigating a textbook.
- Identify the characteristics of expository text.
- Review three features of textbooks that can influence a student’s understanding of textbook material.
- Understand the broad benefits of intervention strategies for struggling readers.
- Discover strategies for supporting reading fluency.
- Learn strategies for supporting concentration and organization.
- Review strategies for supporting reading comprehension.
- Identify strategies for assisting students to be self-motivated and competent readers.

INC 126 Introduction to Accommodations and Modifications

45 minutes

The participant will...

- Learn the reason for the inclusion of students with special needs in the general classroom.
- Distinguish informal modifications from specified modifications.
- Identify a variety of reasons for making student modifications.
- Understand basic concepts associated with making modifications.

INC 127 Differences Between Instructional and Curricular Modifications

45 minutes

The participant will...

- Define instructional modifications (accommodations) and curricular modifications (modifications).
- Become familiar with the different levels of modifications.
- Distinguish between accommodations and modifications.
- Describe the process of defining and developing curricular modifications.
- Learn strategies for making curricular modifications.
- Understand the importance of monitoring and documenting student progress.

INC 128 Supporting Students Who Are Noncompliant

45 minutes

The participant will...

- Learn what noncompliant behavior is.
- Recognize reasons for noncompliance.
- Learn techniques to prevent or minimize noncompliance.
- Identify strategies to use with a student who demonstrates noncompliance with verbal requests and directions.
- Become familiar with strategies to use with a student who is noncompliant with school and classroom rules.

INC 129 Strategies for Working with a Student in Crisis

30 minutes

The participant will...

- Understand the challenges of working with defiant students.
- Learn the five stages of defiant behavior and the appropriate intervention at each stage.
- Learn how to communicate appropriately through body language and voice tone.

- Learn how to counteract students' unreasonable expectations.
- Learn how to set limits effectively.

INC 131 An Introduction to IDEA's 13 Areas of Disability (Part I)

45 minutes

The participant will...

- Identify the disabilities included under the IDEA legislation.
- Learn characteristics and intervention suggestions for students with learning disabilities.
- Learn characteristics and intervention suggestions for students with emotional disturbance.
- Learn characteristics and intervention suggestions for students with intellectual disabilities.
- Learn characteristics and intervention suggestions for students with orthopedic impairment.
- Learn characteristics and intervention suggestions for students with other health impairments.

INC 132 An Introduction to IDEA's 13 Areas of Disability (Part II)

45 minutes

The participant will...

- Identify the disabilities included under the IDEA legislation.
- Learn characteristics and intervention suggestions for students with speech and language impairment.
- Learn characteristics and intervention suggestions for students with visual impairment.
- Learn characteristics and intervention suggestions for students who are deaf or hard of hearing.
- Learn characteristics and intervention suggestions for students with traumatic brain injury.
- Learn characteristics and intervention suggestions for students with autism spectrum disorder.
- Learn characteristics and intervention suggestions for students with developmental delay.
- Learn characteristics and intervention suggestions for students with ADHD.
- Learn characteristics and intervention suggestions for gifted students.

INC 133 Autism Spectrum Disorder: Diagnosis and Characteristics

45 minutes

The participant will...

- Learn the definition of autism spectrum disorder.
- Gain an overview of the causes and diagnosis of ASD.
- Become familiar with characteristics and issues associated with ASD.
- Discover the prevalence of ASD and the prognosis for students with the disorder.

**INC 134 Autism Spectrum Disorder:
Social Interactions and Skill Development**

45 minutes

The participant will...

- Review the definition of autism spectrum disorder.
- Understand the definition and characteristics of social interaction.
- Gain information on how learning issues impact social interactions.
- Learn about different instructional approaches for social skills training.

- Gain tips to make social skills instruction more effective.

INC 135 Autism Spectrum Disorder: Communication

45 minutes

The participant will

- Review the definition of autism spectrum disorder.
- Understand the definition and function of communication.
- Examine the communication characteristics associated with ASD.
- Gain information on how learning issues impact communication.
- Learn about the different modes of communication that children with ASD may use.
- Develop ways to make communication with children with ASD more effective.

INC 136 Autism Spectrum Disorder: Challenging Behaviors

45 minutes

The participant will...

- Review the definition of autism spectrum disorder.
- Become familiar with the behavioral characteristics associated with ASD.
- Understand the needs and functions of behavior.
- Discover how positive behavioral supports can help prevent challenging behaviors.
- Learn techniques for replacing challenging behaviors with positive behaviors.
- Examine common tools of support and effective management techniques.

INC 139 Negotiation and Conflict Resolution

45 minutes

The participant will...

- Learn that conflict can have both positive and negative results.
- Discover how conflict affects special education.
- Define conflict.
- Understand common responses to conflict.
- Become familiar with a problem-solving and conflict resolution process.
- Identify six steps to collaborative problem solving.

INC 140 Coordinating an Effective IEP Meeting

45 minutes

The participant will...

- Discover the importance of the IEP development process.
- Understand the purpose of an IEP meeting.
- Learn proactive steps to take before an IEP meeting.
- Identify ways to ensure a productive IEP meeting.
- Learn effective IEP meeting follow-up measures.
- Develop strategies for enhancing an IEP meeting.
- Learn strategies for handling unusual circumstances related to IEP meetings.

INC 141 Effective Communication Skills

45 minutes

The participant will...

- Understand the importance of effective communication.

- Learn the elements of the communication process.
- Learn strategies to send effective verbal messages.
- Understand the importance of listening and the elements of the process.
- Learn about nonverbal and paraverbal communication.
- Understand factors that affect communication.

INC 142 Creating Accommodations—General Strategies

45 minutes

The participant will...

- Define instructional modifications (accommodations).
- Identify general, basic accommodation information and tips.
- Learn about accommodations for students with learning disabilities.
- Explore accommodation strategies for students with behavior disorders.
- Examine suggestions for accommodating students with intellectual disabilities.
- Become familiar with accommodation strategies for students with ASD.
- Learn about accommodating students with attention disorders.

INC 143 Specific Accommodation Ideas

45 minutes

The participant will...

- Think about strategies for helping students with special needs.
- Review strategies for questioning students.
- Examine options for extending time given for assignments and tests.
- Explore ideas for shortening assignments.
- Discover ways to prompt students to recall information.
- Understand how task analysis can help students with special needs.
- Learn tips for adapting study guides.
- Understand the role of assistive technology in accommodating student needs.
- Examine two different ways to approach assessment accommodations.
- Identify appropriate accommodations as prescription medicine for students with special needs.

INC 144 Bloodborne Pathogens

45 minutes

The participant will...

- Identify bloodborne pathogens and other biohazards.
- Recognize possible consequences of contamination from bloodborne pathogens.
- Discover what techniques you can use to protect yourself from bloodborne pathogens and other biohazards.
- Learn about controls associated with bloodborne pathogens and other biohazards.
- Understand how to prevent contamination after accidental exposure.
- Practice theoretical responses to different scenarios involving bloodborne pathogens and other biohazards.

INC 145 Introduction to Emergency Action Principles

45 minutes

The participant will...

- Understand the importance of learning first aid and its role in providing a safe learning environment.
- Learn how to prevent and prepare for emergencies.
- Study how to prevent disease and parasite transmission.
- Gain an understanding of the content and importance of an emergency action plan.
- Learn the initial steps in emergency response.
- Study how to check the scene for safety.
- Gain an understanding of when to call and how to interact with the emergency medical services (EMS) system.

INC 146 Providing Care in an Emergency

45 minutes

The participant will...

- Learn how to respond and provide care in the event of an emergency or sudden illness.
- Review information contained in INC Course 145: Introduction to Emergency Action Principles.
- Learn about common emergency situations.
- Gain an understanding of how to evaluate and treat wounds.
- Study how to control bleeding.
- Learn how to help burn victims.
- Study how to evaluate and treat musculoskeletal injuries.
- Gain an understanding of how to help victims of sudden illnesses.
- Learn how to handle heat- and cold-related illnesses.

INC 147 Confidentiality II: FERPA and HIPAA

45 minutes

The participant will...

- Become knowledgeable about basic confidentiality requirements for working with students with disabilities.
- Learn the basic requirements of FERPA for serving students with disabilities in the school setting.
- Understand the intent of HIPAA and its effect on schools.

INC 148 Motivating Gifted Learners

45 minutes

The participant will...

- Learn the importance of motivation to the achievement of gifted learners.
- Debunk myths associated with gifted learners.
- Discuss why some gifted learners perform below their ability.
- Identify strategies that will help motivate gifted learners.

**INC 149 Interventions for Supporting the Achievement of Students
with Speech and Language Impairments**

45 minutes

The participant will...

- Understand the definitions of different language impairments.

- Identify ways to treat students' communication disorders.
- Learn the sequence of successful learning for a student with language delays.
- Review strategies for improving listening skills to increase language skills in the classroom.
- Discover ways to increase student comprehension by checking for understanding.

INC 150 The Importance of Academic Assessments in Special Education

45 minutes

The participant will...

- Learn terminology associated with academic assessments.
- Identify the importance of collecting baseline data.
- Pinpoint ways to use assessment data to determine present levels of performance.
- Assess the types of data that are used to show and monitor progress.
- Discover how different types of assessment can influence student learning.
- Explain why assessments are important sources of information for those who teach and support students with special needs.

INC 151 The Role of Each IEP Team Member

45 minutes

The participant will...

- Identify various team members who could have a role in the IEP process.
- Understand the role each IEP team member plays in developing and implementing a student's IEP.
- Understand the responsibilities of the IEP case manager.

INC 152 Understanding ADHD

45 minutes

The participant will...

- Learn the definition and characteristics of ADHD.
- Identify the symptoms of ADHD.
- Discover the prevalence of ADHD.
- Investigate the various treatment approaches for ADHD.
- Learn the best ways to educate students with ADHD.
- Identify the best accommodation ideas and instructional techniques for students with ADHD.

INC 153 Co-Teaching: Basic Training for Educators

45 minutes

The participant will...

- Define co-teaching and its essential elements.
- Identify the rationale for using a co-teach model and its benefit to students.
- Give non-examples of co-teaching basics.
- Describe different models of co-teaching.
- Explain the specific responsibilities of the general education and special education teacher.
- Name fundamental issues to consider prior to implementing a co-teaching model.
- Understand how to determine the effectiveness of co-teaching efforts.

**INC 154 Understanding Common Concerns of Families of
Individuals with Disabilities**

45 minutes

The participant will...

- Develop an understanding of the common concerns faced by families of individuals with disabilities.
- Become aware that parents want you to have high expectations for their children with disabilities.
- Learn what actions you can take to address safety concerns of parents.
- Understand your role in helping positively shape the attitudes of others toward individuals with disabilities.
- Identify ways to ease transitions for students with disabilities and their families.

INC 155 Autism Spectrum Disorder: Prompting Strategies

45 minutes

The participant will...

- Be introduced to the concept of prompting for students with autism spectrum disorder.
- Examine the rationale for using prompting strategies in instruction and learning.
- Discover the varying levels of prompting.
- Understand how the prompt hierarchy can be used to promote student independence.
- Discuss the advantages associated with prompting.
- Review the disadvantages associated with prompting.
- Learn tips and strategies for applying prompting procedures appropriately.
- Look at some examples of prompting to promote student success.

INC 156 An Introduction to Response to Intervention (RTI)

45 minutes

The participant will...

- Be able to explain the type of assistance a student can receive after it's clear that he or she needs help.
- Define RTI and describe an RTI model.
- Identify the rationale for using an RTI model and its benefit to students.
- Describe essential components of RTI.
- Explain the laws that led to the development of tiered services in public education.
- Understand the need for collaboration between special education and general education teachers within an RTI model.

**INC 157 Supporting Parents of Children with Disabilities
Through the IEP Process (Part I)**

45 minutes

The participant will...

- Review the definition of "parent" according to IDEA 2004.
- Identify who should be included on the IEP team.
- Determine the importance of parental involvement in the IEP process.
- Understand the grief cycle that parents of children with disabilities experience.

- Identify the barriers that may prevent culturally and linguistically diverse parents from participating in the IEP process.
- Understand how to support families of children with disabilities through the beginning stages of the IEP process.

**INC 158 Supporting Parents of Children with Disabilities
Through the IEP Process (Part II)**

45 minutes

The participant will...

- Identify ways to support parents of children with disabilities before the IEP meeting.
- Review how to support parents on the day of the IEP meeting.
- Learn tips for facilitating effective IEP meetings.
- Discuss ways to support parents after the IEP meeting is over.
- Learn how to guarantee high-quality translating services.
- Know how to utilize progress report meetings effectively.

INC 159 Basics of Positive Behavior Support

45 minutes

The participant will...

- Define the positive behavior support (PBS) approach and describe its main features.
- Explain the research basis for implementing positive behavior support.
- Differentiate universal, small group, and individual supports.
- Describe the responsibilities of the general education teacher in the implementation of positive behavior support.
- Provide examples of universal behavior supports and review the situations when a secondary level of support would be appropriate.
- Provide examples of individual behavior supports.

INC 160 Bullying Awareness, Prevention, and Intervention

45 minutes

The participant will...

- Gain a practical understanding of the issue of bullying.
- Identify the different players in a bullying situation.
- Develop strategies for preventing bullying from occurring in the school setting.
- Learn how to intervene and address bullying when it does occur.

INC 161 A Positive and Preventive Approach to Classroom Discipline

45 minutes

The participant will...

- Understand the importance of good classroom management.
- Discuss who is responsible for classroom management and student discipline.
- Learn how to be effective when handling discipline issues.
- Review the importance of established classroom rules and expectations.
- Learn why inappropriate behaviors occur.
- Learn actions recommended for bullying behavior.

- Define how to set limits effectively.
- Discover proactive tips and hints for managing student behavior.

**INC 162 Teaching Appropriate Social Skills to Form Relationships
and Prevent Bullying**

45 minutes

The participant will...

- Gain an understanding of the need for students to have good social skills.
- Recognize the role of teaching social skills and bully prevention.
- Learn how to teach students social skills.
- Recognize the basic manners that should be expected of and taught to students.
- Learn ways to help students understand the importance of good manners and appropriate social skills.
- Review appropriate ways for students to interact with persons with disabilities.
- Identify important communication skills and ways to assist students in gaining those skills.