## Summer Proposed Schedule 2004

<table>
<thead>
<tr>
<th>Course</th>
<th>#</th>
<th>Segment</th>
<th>Days</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>310</td>
<td>1</td>
<td>A</td>
<td>June 1 – July 1 TWR</td>
<td>4:00-6:45 pm</td>
<td>EC121</td>
<td>Taylor</td>
</tr>
<tr>
<td>310</td>
<td>2</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>9:00-11:45 am</td>
<td>EC121</td>
<td>Taylor</td>
</tr>
<tr>
<td>320</td>
<td>1</td>
<td>A</td>
<td>June 1 – July 1 TWR</td>
<td>1:00 – 3:45 pm</td>
<td>EC121</td>
<td>Randall</td>
</tr>
<tr>
<td>320</td>
<td>2</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>1:00 – 3:45 pm</td>
<td>EC023</td>
<td>Ambrosetti</td>
</tr>
<tr>
<td>330</td>
<td>1</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>1:00 – 3:45 pm</td>
<td></td>
<td>Randall</td>
</tr>
<tr>
<td>330</td>
<td>2</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>4:00 – 6:45 pm</td>
<td>EC023</td>
<td>Street</td>
</tr>
<tr>
<td>340</td>
<td>1</td>
<td>A</td>
<td>June 1 – July 1 TWR</td>
<td>9:00-11:45 am</td>
<td>EC121</td>
<td>Ramirez</td>
</tr>
<tr>
<td>340</td>
<td>2</td>
<td>D</td>
<td>June 1 – July 25 ONLINE</td>
<td></td>
<td></td>
<td>Ramirez</td>
</tr>
<tr>
<td>400</td>
<td>1</td>
<td>A</td>
<td>June 4 – July 2 5 Fridays</td>
<td>8:00 am -2:00 pm</td>
<td>EC 31</td>
<td>Munoz</td>
</tr>
<tr>
<td>404</td>
<td>1</td>
<td>E</td>
<td>June 1 – Aug 8 ONLINE</td>
<td></td>
<td></td>
<td>Costa</td>
</tr>
<tr>
<td>404</td>
<td>2</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>9:00-11:45 am</td>
<td>EC31</td>
<td>Costa</td>
</tr>
<tr>
<td>410</td>
<td>1</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>1:00-3:45 pm</td>
<td>EC121</td>
<td>Staff</td>
</tr>
<tr>
<td>506</td>
<td>1</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>7:00-9:45 pm</td>
<td>EC31</td>
<td>Street</td>
</tr>
<tr>
<td>591</td>
<td>1</td>
<td>B</td>
<td>July 6 – Aug 5 TWR</td>
<td>4:00-6:45 pm</td>
<td>EC121</td>
<td>Staff</td>
</tr>
</tbody>
</table>
The CSET is the new set of examinations used by the Commission to verify subject matter knowledge. Individuals who choose to satisfy the subject matter requirement by the examination option must obtain passing scores on the first two subtests of the CSET: Mathematics. These subtests include: Subtest 1: Algebra; Number Theory (test code 110) and Subtest 2: Geometry; Probability and Statistics (test code 111). These examinations are currently available. For more information on the CSET, visit: www.cset.nesinc.com.

For more information on Foundational Level Mathematics contact:

Director of Admissions: Mr. Duane Clizbe, EC 503, dclizbe@fullerton.edu; 714-278-4582

Program Advisor: Dr. Helen Taylor, EC524, htaylor@fullerton.edu; 714-278-3391

Methods Instructor: Dr. Vikki Costa, EC526, vcosta@fullerton.edu; 714-278-7037

What is the CSET?

Is this Program for You?

• Are you interested in obtaining a Single Subject Credential in teaching grades 6-10 mathematics?
  ◊ Establish Subject Matter Competence through successful passage of CSET Mathematics Subtests 1 and 2
  ◊ Complete prerequisite coursework
  ◊ Complete Single Subject Credential Program

• Do you already have a Multiple Subject Credential and just want to establish an authorization in middle school mathematics?
  ◊ Establish Subject Matter Competence through successful passage of CSET Mathematics Subtests 1 and 2
  ◊ Complete EDSC 442M - Teaching Foundational Level Mathematics in Secondary Schools (You do not have to have passed the exams to take the course!)

For more information on Foundational Level Mathematics contact:

Director of Admissions: Mr. Duane Clizbe, EC 503, dclizbe@fullerton.edu; 714-278-4582

Program Advisor: Dr. Helen Taylor, EC524, htaylor@fullerton.edu; 714-278-3391

Methods Instructor: Dr. Vikki Costa, EC526, vcosta@fullerton.edu; 714-278-7037

What is the CSET?
Fullerton’s Office of Information Technology recommends that students meet the following requirements:

**SOFTWARE REQUIREMENTS**

1. Use the Microsoft Internet Explorer Web browser
2. **DO NOT USE THE AOL BROWSER to access Blackboard.**
3. Although not required to access Blackboard, students should have Microsoft Office 2000 or Office XP and Publisher 2002 installed on their personal computers to view and access documents.

**HARDWARE REQUIREMENTS**

1. A live Internet connection. Students will need
   - A monitor capable of displaying information at least 800x600 pixels. For best performance, students should access Blackboard using 1024x768 resolution or higher.
2. Have ongoing reliable access to a computer with
   - A live Internet connection for regular course assignments;
   - Internet connectivity for regular course assignments;
   - The ability to print assignments;
   - Maintain and access three times weekly a student email account;
   - Use Internet search and retrieval skills to complete assignments;
   - Upgrade higher skills in educational technology throughout the program;
   - Utilize other software applications as course requirements dictate;

**SUGGESTIONS FOR COMPUTER ACCESS AND SUPPORT**

1. **Library Computer Labs**: Information on the facilities and hours of operation for the CSUF Library Computer Labs is provided at http://library.fullerton.edu/services/ShowTopic.asp?TopID=48 MS Office XP (Word, PowerPoint, Publisher, and Excel) is available. Please request a computer with Publisher if you are in need of that application.
2. **El Toro Campus**: El Toro offers PC computer classrooms and laboratory with a few Mac computers for student use. Laboratory in Room 145 available for student use.
3. **Local Libraries**: At www.connector.org, students may put their local zip code and identify libraries in their area where they can use a computer, get on the Internet, and often get help learning about technology.
4. **Titan Shops Computers**: (http://bookstore.fullerton.edu/techcenter.asp) Students may purchase computers and software at excellent student rates! For example, students can purchase Office MAC X, Windows XP Pro Upgrade, Publisher 2002, or Office XP Pro for $79 each (price quote on 8/18/03).

Titan Help Desk: 714-278-7777 or email: helpdesk@fullerton.edu for troubleshooting support.

**PROGRAM FORMAT**

**Preliminary Single Subject Credential (Level I)**

Your first steps are to attend an Overview and meet the FLM Program Advisor. The coursework for the credential is outlined below. In addition, candidates must meet the California Teaching Performance Expectations, measured by their successful completion of the Teaching Portfolio and fieldwork evaluations.

**Placement Information**: It is the position of the Cal State Fullerton School of Education and Department of Mathematics faculty that candidates who meet subject matter expertise for Foundational Level Mathematics should be assigned to teaching positions in grades 6-10. Unless they are on an Internship Credential, candidates in the FLM program will be assigned two periods at the middle/junior high school level and one period at the high school level. Internship Credential candidates must be assigned all periods of instruction in grades 6-10, with no assignment higher than Geometry.

**Prerequisites**: Foundational Level Mathematics

- Successful Passage of CSET Mathematics Subtests 1 and 2
- MATH 403A/B Concepts of Middle School Mathematics (Recommended)

**Prerequisites – 12 units**

- EDSC 310 The Secondary Teaching Experience: Participation (3)
- EDSC 320 Adolescence (3)
- EDSC 330 Literacy Development in Secondary Schools (3)
- EDSC 340 Teaching Diverse Populations in Secondary Schools (3)
- EDSC 440F Supervised Fieldwork in Secondary Schools (2) (when required by CTC)

**Additional Prerequisite Required of Internship Candidates**

- EDSC 400 Methods for Internship Candidates (3)

**First Semester (Extern) – 18 units**

- EDSC 404 Personal Proficiency in Educational Technologies for Secondary Teachers (3)
- EDSC 410 Teaching English Learners in Secondary Schools (3)
- EDSC 440S Foundations of Secondary School Teaching (4)
- EDSC 440F Supervised Fieldwork in Secondary Schools (2)
- EDSC 442FM Teaching Foundational Level Mathematics in Secondary Schools (3)
- EDSC 449E Externship in Secondary Teaching (3)

**Second Semester (Student Teaching) – 15 units**

- EDSC 449I Internship in Secondary Teaching (10)
- EDSC 449S Seminar in Secondary Teaching (3)
- EDSC 460 Teaching Performance Assessment (2) (when required by CTC)

**Professional Clear Single Subject Credential (Level II)**

Once employed, candidates will be required to meet the new Standards of Quality and Effectiveness for Professional Teacher Induction Programs to receive their Professional Clear Credential. Programs to meet these standards will be established in collaboration with local school districts.
The Consolidate tool is designed to help you compare multiple ranges of data. Let's say you have an Excel workbook that contains the monthly sales figures for each salesperson in each region of the country, and each region is on a separate worksheet. You're probably interested in interpreting these figures in any number of ways. You'll need the total sales for all the regions, and possibly the highest and lowest values for each month. If you're doing a statistical analysis, you'll certainly want to calculate a variety of averages, variances, and standard deviations. The Consolidate tool can help you accomplish all of these and many more.

The easiest way to use the consolidation tool is with data that is arranged similarly on each worksheet, a technique known as consolidating by position. You can still use the tool when your data formats are different (consolidation by category) but it's a bit more complicated to do so. Decide where you want your consolidated data to reside, either on an existing worksheet or on a worksheet by itself, and click on the cell you want as the top left corner of your summary. Then:

- Go to the Data menu and select Consolidate. The Consolidate dialog box will open, showing you a drop-down menu labeled Function, two entry fields and several buttons and check boxes.
- Click on the arrow in the Function drop-down menu, which gives you a list of the 11 summary functions Consolidate can carry out: Sum, Count, Average, Max, Min, Count Nums (which works the same as the worksheet function called COUNT), plus two different functions each for standard deviation and variance. Choose the summary function that best suits your needs.
- The next item in the dialog is the Reference box. Click on the worksheet icon located at the end of the box and click-and-drag to select the references you want to consolidate. If the references are located in a different workbook, click the Browse button to navigate to it. Once your first range is selected, click Add, and the path to the range will move down into the All References box below. Do the same thing for each additional range you want to consolidate. If you add a range in error, highlight it in the All References box and click delete.
- If you want the Consolidate tool to add your row and/or column labels, click the appropriate check boxes below the All References box; if you want to link to the source data, click that box as well.
- Once you have all of your parameters set, click OK and Excel will paste a summary of your data on your worksheet tabulated according to the summary function you set.

Consolidate is just one of Microsoft Excel's lesser-known functions. To learn more about the power of Excel, be sure to register for CompuMaster's fact-filled one-day seminar, "Getting the Most from Microsoft Excel," coming soon to a city near you.

**Benefits include:**
- Salary of a beginning teacher;
- Full benefits; and
- Credit toward tenure.

**Eligibility requirements:**
- Acceptance to the CSU Fullerton Single Subject Credential Program;
- Earned Bachelor's degree from a regionally accredited college or university;
- Passage of the basic skills’ proficiency test (CBEST),
- Passage of appropriate subject matter competency exam (PRAXIS/SSAT) or 80% completion of a commission-approved subject matter preparation program (SMPP),
- Completed character and identification clearance (fingerprint), and
- Demonstrated knowledge of the US Constitution.

**Admissions process:**
1. Submit an internship credential application (professional track) to the secondary education department;
2. Submit a copy of a signed contract from the participating school district; and
3. Be accepted to the Single Subject Credential Program.

**Other details:**
- Internship contracts may be for three, four, or five classes in the public schools.
- At least two of the classes must be in your credential subject area and one may be in your supplemental credential subject area.
- The internship grant supports mentor training and payment of $150 per semester to the mentor "buddy" teacher assigned to the intern. The intern and mentor "buddy" teacher receive four sub days per semester to work toward the professional development of the intern teacher.

Questions about the internship program should be directed to Dr. Helen Taylor, 714 278-3391, EC 524, htaylor@fullerton.edu.