

I-LEARN MODULE 1: *THE* Partnership: COACH

In the first part of *I-LEARN*, you will examine a protocol, called *COACH*. It was developed to help guide the introductory discussion between the coach and the teacher in order to establish a collaborative, productive relationship. The questions and prompts are used to gather key information associated with logistical aspects of the coaching experience and to lay initial groundwork for building a productive coaching partnership with the teacher. Read the directions for the *COACH* Protocol and examine each section of the exemplar to develop an understanding of the foundational elements of the coaching partnership and the types of information you will gather.

Next, you will review the case study that illustrates how a coach and teacher implement the *COACH* Protocol. Reflect on what you think is a primary benefit of *COACH*. Which features do you think are the most important in building a strong coaching partnership?

PART I**COACH PROTOCOL****DIRECTIONS**

Examine each stage of the COACH protocol. Once you think you understand the purpose of and procedures within the COACH protocol. Proceed through each part of COACH and record the teacher's responses in the appropriate sections.

Date: _____

CREATE A POSITIVE ONLINE LEARNING ENVIRONMENT.

POSITIVE LEARNING ENVIRONMENT	
	<p>Welcoming Remarks:</p> <ul style="list-style-type: none"> • Say hello, share your name, and give a hearty welcome to the online coaching program. • Describe your current position as an educator and coach. • Share an upbeat message about coaching in general and the opportunity to be working and learning together. • Give a big picture statement about your approach toward coaching—stressing collaborative experience in which trust, openness, and professionalism are at the core. • Share the two primary coaching pathways: <ol style="list-style-type: none"> 1. Teaching Practice Purpose—learn a new teaching practice 2. Problem-Solving Purpose—solve a problem
	<p>Ask the following questions:</p> <ul style="list-style-type: none"> • What led you to this coaching experience? • How many years have you been teaching? What subjects? Grade level? • Take a moment and think about one to three big highlights of your career? Is there one or more you would like to share? • What do you see as your biggest challenge? • In general, what do expect to achieve by engaging in this coaching experience? • In regards to your current teaching and students' learning, what is most important to you? • What would you like to achieve from this session?

OUTLINE OPERATING STANDARDS and PARTNERSHIP PRINCIPLES.

OPERATING STANDARDS	
<i>To establish an effective and efficient coaching partnership let's outline several clear standards for working together. Each of us is responsible for maintaining operating standards to keep our partnership running smoothly.</i>	
Listen to understand.	
Be straightforward and honest.	
Maintain respect and trust.	
Keep to commitments and timelines.	
Stay organized and prepared.	
<i>Are there additional standards that need to be considered to build a strong, productive coaching partnership?</i>	

PARTNERSHIP PRINCIPLES	
PRINCIPLE	HINT
Positive Interdependence	"Sink or Swim Together"
Individual Accountability	"No Free Riders"
Performance Monitoring	"Check It Out"
Engagement and Momentum	"Energize and Execute"
Collaborative Competence	"All for One and One for All"
Technology Optimization	"Power Up and Produce"
<i>Are there additional principles that need to be considered to build a strong, productive coaching partnership?</i>	

AGREE UPON ROLES AND RESPONSIBILITIES.

ROLES AND RESPONSIBILITIES		
	ROLES	RESPONSIBILITIES
COACH	Communicator	Maintain clarity about the purpose and goals of the coaching experience. Listen actively to understand situation, challenges, and needs of the educator. Be open-minded, patient, and supportive. Listen with empathy and keep a positive tone when sharing ideas for improvement.
	Time Keeper	Develop a schedule for coaching sessions collaboratively with educator and maintain timelines. Keep time commitments.
	Provider	Share strategies and resources strategically to reach coaching goals. Demonstrate willingness to change approaches to maximize learning and impact.
	Facilitator	Facilitate and motivate learning through the <i>Coaching Cycle</i> . Guide discussions and thinking along a structured path for learning (<i>i.e., COACH, Discovery, Action-Plan, Debrief</i>). Be goal-focused.
	ROLES	RESPONSIBILITIES
TEACHER	Implementer	Work to attain coaching goals. Complete the <i>Coaching Cycle</i> activities. Implement suggested strategies or interventions with success-oriented attitude. Execute with fidelity.
	Learner	Listen actively to understand new ideas and strategies. Acquire new knowledge and skills. Maintain positive attitude and momentum toward overcoming challenges and reaching goals. Keep time commitments. Engage in discussions and be receptive to new ideas, strategies, and interventions.
	Progress Monitor	Set realistic benchmarks for assessing progress. Monitor progress toward Action-Plan goals routinely and authentically.
	<i>Are there additional responsibilities that need to be considered to build a strong, productive coaching partnership?</i>	

CONSIDER LOGISTICS FOR WORKING TOGETHER.

LOGISTICS			
<i>Type</i>		<i>Coach</i>	<i>Teacher</i>
		Name _____	Name _____
	<i>Email</i>	Address:	Address:
	<i>Phone</i>	Number:	Number:
	<i>Skype</i>		
	<i>Text</i>		
Best Time			

ONLINE MEETINGS			
PURPOSE	DATE(S)	TIME	FREQUENCY
<i>Planning</i>			
<i>Debrief</i>			

HIGHLIGHT TECHNOLOGY TOOLS FOR ENHANCING ONLINE COACHING.

During this last step, the coach reviews the various technologies and multi-media resources that will be used during the coaching experience. Specific directions for using the Electronic Learning Community tools are provided at this time.

The general purpose is basic communication.

However, some particular technologies have particular features that can help this communication.

Below is a list of technologies that you can use to communicate with each other. A description and benefits of each one is listed below.

For the benefits listed below, here are questions you want to consider about each technology:

Mobility - Can this technology be used anywhere with?

Individualized or Multi-users – How many people can use this technology at the same time? It is something that only 2 people can use (Individualized) or more than 2 people (Multi-users)?

Flexibility – How flexible is using this technology? Can you just pick up and start using it or do you need to prepare something (or get set up something) before you can use it?

Ease of Use – Is it easy to use?

Source: Text-based, Audio, Video or a combination – Is it text-based (like something you can only type on a phone or computer), is it something you listen to (Audio), is it something you can watch, or is it a combination of these three sources?

Name	Description	Benefits of Using Specific Technology Tools
Facetime on iPhone	FaceTime is the video-calling technology introduced by Apple to be used on the iPhone 4. FaceTime uses a digital camera on an iPhone 4. Using the camera on the phone, this App shows the caller to the receiver of the call and vice versa. Calls can be made between any FaceTime compatible devices, such as between an iPhone, Mac, iPad, and iPod Touch. FaceTime only works on Wi-Fi and cannot be used on 3G networks.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input type="checkbox"/> Multi-users <input type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input type="checkbox"/> Text-based <input checked="" type="checkbox"/> Audio <input checked="" type="checkbox"/> Video

Name	Description	Benefits of Using Specific Technology Tools
Skype	Skype is a computer program that can be used to make free voice calls over the Internet to anyone else who is also using Skype. Free voice over internet protocol (VOIP) service that allows users to communicate across an internet connection by combining voice, video, and instant messaging. It's free and considered easy to download and use, and works with most computers. Once you download, register and install the software, you'll need to plug in a headset, speakers or USB phone to start using Skype. Skype has grown to be the most popular VOIP service in the world and serves millions of users each day.	<input checked="" type="checkbox"/> Mobility <input type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input type="checkbox"/> Text-based <input checked="" type="checkbox"/> Audio <input checked="" type="checkbox"/> Video
Social Media (Facebook, Twitter, Google+/Google Plus, etc.)	Social Media is a form of electronic communication using websites for social networking and blogging. Participants create online communities as a place to share information, ideas, personal messages, photos, and videos.	<input checked="" type="checkbox"/> Mobility <input type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input type="checkbox"/> Audio <input type="checkbox"/> Video
Teleconferencing	A teleconference is a “telephone meeting” among two or more participants in different locations involving technology more sophisticated than a simple two-way phone connection. A teleconference can be an audio conference with one or both ends of the conference sharing a speaker phone.	<input checked="" type="checkbox"/> Mobility <input type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input type="checkbox"/> Text-based <input checked="" type="checkbox"/> Audio <input type="checkbox"/> Video

Name	Description	Benefits of Using Specific Technology Tools
Telephone Call	A telephone call is a “telephone meeting” among two participants where each person talks on their own phone. Multiple people could be in the same room and could talk with someone in a different location using a speaker phone.	<input checked="" type="checkbox"/> Mobility (if on cell phone) <input checked="" type="checkbox"/> Individualized <input type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input type="checkbox"/> Text-based <input checked="" type="checkbox"/> Audio <input type="checkbox"/> Video
Texting	Texting is an electronic message sent over a cellular network from one cell phone to another by typing words or abbreviated words/phrases.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input type="checkbox"/> Audio <input type="checkbox"/> Video
Audio Messaging	Using a microphone to record and send a message via text message or e-mail.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input checked="" type="checkbox"/> Audio <input type="checkbox"/> Video
Videoconference	Videoconference is where participants can see still or motion video images of each other while talking with each other. A videoconference requires special telecommunication arrangements and a special room at each end.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input type="checkbox"/> Ease of Use Source: <input type="checkbox"/> Text-based <input type="checkbox"/> Audio <input checked="" type="checkbox"/> Video
Web Conferencing (GoToMeeting, Microsoft Live Meeting, MegaMeeting, Webex, DimDim, InstantPresenter, FuzeMeeting, Vyew, Yugma, etc.)	Web Conferencing is a way of communicating with others using the computer. It offers everything that is required to host a presentation or training seminar or to connect team members to discuss a project.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input type="checkbox"/> Audio <input type="checkbox"/> Video

Name	Description	Benefits of Using Specific Technology Tools
E-mail	A system for sending and receiving messages electronically over a computer network. E-mail is asynchronous and allows a user to distribute messages to multiple recipients instantaneously.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input checked="" type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input type="checkbox"/> Audio <input type="checkbox"/> Video
Learning Management Systems and Online Communities (Blackboard, JHU's ELC, WebCT, etc.)	A learning Management System (LMS) is a software application or Web-based technology used to plan, implement, and assess a specific learning process. A Learning Management System provides a way for an instructor to create and deliver content, monitor student participation, and assess student performance. It uses interactive features such as threaded discussions, video conferencing, and discussion forums.	<input checked="" type="checkbox"/> Mobility <input checked="" type="checkbox"/> Individualized <input checked="" type="checkbox"/> Multi-users <input checked="" type="checkbox"/> Flexible <input type="checkbox"/> Ease of Use Source: <input checked="" type="checkbox"/> Text-based <input type="checkbox"/> Audio <input checked="" type="checkbox"/> Video