

SACRAMENTO COUNTY



SHERIFF'S DEPARTMENT

INSTRUCTIONAL TECHNOLOGY

For the Law Enforcement Trainer

POST Plan III 2310-21602

STC 035-3768

The Training Division of the Sacramento County Sheriff's Department is presenting a forty (40) hour, POST/STC certified course, Instructional Technology for the Law Enforcement Trainer. It is designed to give trainers the ability to enhance their presentations with highly effective visual aids and use of hi-tech instructional equipment.

In this course, the student will work in a computer lab and become familiar with:

- Adult based learning concepts (Increasing comprehension and retention in what they teach)
- Professional instructional and presentation techniques
- Creative uses of flip charts
- Operation of projectors (How to overcome common technical problems)
- Basic and advanced features of PowerPoint
- Internet resources for finding teaching materials (Such as pictures, audio and video files)
- Basic movie production, from using a digital video camera to computer video editing software
- Digital still cameras and using digital photographs in presentations

Computer skills and experience are not required for the student to excel in this course.

Location: Sacramento County Sheriff's Training Division
Northern California Regional Public Safety Training Authority
2409 Dean Street, McClellan, CA 95652

Date/Time: TBA
0800-1700 hours

Fee: **\$ 214.81** Make checks payable to: SSDTTF
(Sacramento Sheriff's Department Training Trust Fund, 2409 Dean Street, McClellan, CA 95652)

Payment is due by the first day of class. This department's cancellation policy requires a two (2) week notice prior to the class start date. No-shows and those canceling with less than two weeks notice will be charged the full tuition fee if no replacement student is found. NOTE: Classes may be cancelled at any time if the minimum enrollment is not attained. You will be notified of any changes.

Attire: All personnel shall display department or agency identification.
Students attending this course are expected to dress appropriately:
Shirt with collar. Jeans must be neat, clean, and in good condition.
No shorts, thong type shoes (flip-flops), beach wear or sweat pants.

For a registration form and directions to the Northern California Regional Public Safety Training Authority, please see: In-Service Training at www.sacsheriff.com and complete the top portion of the course registration form and return to the Sheriff's Training Division. Forms may be emailed to training@sacsheriff.com.