

Welcome to NeighborWorks Faculty-Led Online Course!

ML120vc Strategic Thinking and Planning is a faculty-led four-week online course. The course officially starts Wednesday, April 17 and concludes on Tuesday, April 14, 2019. Course weeks will run on a **Wednesday** through **Tuesday** schedule.

Once you register for the course, we encourage you to begin familiarizing yourself with the course by logging in and reviewing the introductory activities. These activities and resources will explain how to navigate the Faculty-led Classroom and share more information about the course schedule and expectations. With these introductory activities complete, you'll be more than ready to begin the course.

Course Schedule & Activities

The activities for this course are organized on a weekly basis, with each week consisting of one unit or topic. The due dates for all activities within a unit are posted in the instructions. The course features a course calendar which displays upcoming due dates for all activities. Generally, you will find the following activities week to week throughout the course.

- **Weekly "Live" Sessions** – each week you will have the opportunity to attend a live web conference session facilitated by your faculty.
- **Lessons** – weekly lessons are self-paced and are the primary mechanism for relating the course material to you in the classroom.
- **Discussion Forums** – Each week includes discussion forum activities related to the topics being presented.
- **Homework Assignments** – Each week includes a homework assignment for practical application of the course materials that is turned into the instructor.
- **Quizzes** – Each week features a quiz of 10-15 questions that is used to test the knowledge you have acquired through the lesson and related activities.

Course Expectations

NeighborWorks has developed the Faculty-led Online Classroom to provide a platform for learners to acquire knowledge and enhance their professional development. Each week you are expected to:

- review the lesson material
- participate in discussion forums and other collaborative activities, as directed
- ask questions - of your faculty and peers
- share your experience and knowledge
- schedule your time accordingly to complete all required activities within the deadlines provided

NOTE: Participants must complete all required activities and assignments in a satisfactory manner in order to receive their certificate of completion. Upon completion your transcript will show the course title, however no data will appear under the "passed?" or "grade" columns on your transcript. If the course is not passed successfully it will NOT appear on your transcript.

Cancellation Policy

Should you wish to cancel prior to the course start date, you must use the "cancel" button on the Faculty-led Online Classroom registration page after logging in to the online registration system.

Cancellation made at least 7 business days in advance of the course start date will receive a full refund. Cancellation made within 7 business days of the course start date will be provided a refund less a \$100 cancellation fee. Once the course has started no refunds will be given. You will receive confirmation of your cancellation within 2 business days.

Course Grade Matrix

This course grade matrix provides you with a reference of graded activities in the course and their deadlines. A minimum score of 80 is required to pass the course. The course grade matrix will be provided in the course site.

**ML120vc Strategic Thinking and Planning
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Activity	Grade Value	Submission Deadline
Week 1 April 17 – April 23 Week 1: Understanding the Power of Strategic Thinking		live session April 17 @ 1:00pm ET
Introduction Forum: <ul style="list-style-type: none"> • Initial post introduction yourself • Response to a classmate’s post 	5	Saturday, April 20 11:55 pm PT Tuesday, April 23 11:55 pm PT
Total Value Introduction Forum	5	
Week 1 What Should They Do Case Study Discussion Forum <ul style="list-style-type: none"> • Initial post • Reply post 	5 5	Saturday, April 20 11:55 pm PT Tuesday, April 23 11:55 pm PT
Week 1 Board & Staff Assessment Discussion Forum <ul style="list-style-type: none"> • Initial post of summary • Reply post 	5 5	Saturday, April 20 11:55 pm PT Tuesday, April 23 11:55 pm PT
Total Value Week 1 Assignments	25	
Week 1 Quiz	5	Tuesday, April 23 11:55 pm PT
Total Value Week 1 Quiz	5	
Total Value Week 1	30	
Week 2 April 24 – April 30 The Strategic Planning Process and Environmental Scan		live session April 24 @ 1:00pm ET
Week 2 Case Study Discussion Forum (Critical Issues) <ul style="list-style-type: none"> • Initial post • Reply post 	5 5	Saturday, April 27 11:55 pm PT Tuesday, April 30 11:55 pm PT
Week 2 Homework – What do they bring to the Table?	5	Tuesday, April 30 11:55 pm PT
Week 2 Homework – SWOT Analysis	5	Tuesday, April 30 11:55 pm PT
Total Value Week 2 Assignments	20	
Week 2 Quiz	5	Tuesday, April 30 11:55 pm PT
Total Value Week 2 Quiz	5	
Total Value Week 2	25	
Week 3 May 1 – May 7 Developing Mission Statements, Goals, and Strategies		live session May 1 @ 1:00pm ET
Week 3 Homework – Mission Statement	5	Tuesday, May 7 11:55 pm PT
Week 3 Homework – Goals and Strategies	5	Tuesday, May 7 11:55 pm PT
Total Value Week 3 Assignments	10	
Week 3 Quiz		Tuesday, May 7

	5	11:55 pm PT
Total Value Week 3 Quiz	5	
Total Value Week 3	15	
Week 4 May 8 – May 14 Using Objectives to Build the Implementation Plan		live session May 8 @ 1:00pm ET
Week 4 Plan Evaluation Discussion Forum		Saturday, May 11
• Initial post	5	11:55 pm PT
• Response post	5	Tuesday, May 14
		11:55 pm PT
Week 4 Homework – Implementation Plan	15	Tuesday, May 14
		11:55 pm PT
Total Value Week 4 Assignments	25	
Week 4 Quiz	5	Tuesday, May 14
		11:55 pm PT
Total Value Week 4 Quiz	5	
Total Value Week 4	30	
Course Total	100	