

Greetings!

CSAP's Western CAPT will be offering a series of evaluation online courses FREE of charge in the months of March and April, 2009. These courses are open only to Substance Abuse Prevention Professionals in the states of Washington, Alaska, and Montana including American Samoa and the GRAA grantees in the Western Region served by CSAP's Western CAPT. The course is not suitable for treatment professionals. To be eligible to participate in these online courses, one must currently be working in the substance abuse prevention field.

The first course, "Getting Down to Basics", will be offered during the week of March 23-27, 2009. Registration deadline for this course is March 13, 2009. This course is designed to provide students with the knowledge and skills needed to understand different data collection methods, as well as the opportunity to explore:

- How data can improve prevention activities and mobilize program support
- How to mine existing data sources (both local and national) to better understand a community's drug and alcohol problems
- How to collect new data
- How to choose among the following data collection methods: surveys, focus groups, and key informant interviews.

The second course, "Effective and Useful Data Presentation", will be held during the week of March 30-April 3, 2009. Registration deadline for this course is March 20, 2009. Students in this course will have an opportunity to explore the following:

- Explore eight critical factors to consider when developing a data presentation plan.
- Describe the differences between sub-population, comparative, and trend data.
- Show how the data can be used to mobilize groups to address issues raised by the findings.
- Determine the most appropriate method(s) for communicating findings to different audiences.
- Examine strategic decisions that will maximize your chances for achieving intended results.

The third course, "Locating, Hiring and Managing an Evaluator", will be held during the week of April 13-17. Registration deadline for this course is April 3, 2009. Students in this course will have an opportunity to explore the following:

- Explore eight critical factors to consider when developing a data presentation plan.
- Describe the differences between sub-population, comparative, and trend data.
- Show how the data can be used to mobilize groups to address issues raised by the findings.
- Determine the most appropriate method(s) for communicating findings to different audiences.
- Examine strategic decisions that will maximize your chances for achieving intended results.

Students will be expected to complete the assignments related to each course in a timely manner, while sharing their practical experiences with other students on online forums. Successful completion of each course and feedback earns the student 10 contact hours. Ten contact hours means that students can expect to spend 10 hours on each course per week reading the lectures, completing the assignments and posting assignments and feedback on the online forums.

A certificate of completion will be given to those students who have completed all assignments and feedback to other participants in a timely manner. No partial credit is given for each course, although less than full credit may be awarded if students provide feedback to other participants irregularly.

A Flyer and a Registration Form are attached to this email message. Please use this form to register for each course by checking off the one you'll be attending and fax, mail or email it to YeVonne Allen at yallen@casat.org as indicated on the form, one week prior to start of each course. Please see the registration deadlines for each course above and on the form. If you plan

to take all the courses, you may check them all and send in your registration form by the March 13, 2009 deadline.

Upon receipt and acceptance of your registration, you will receive an email message with an enrollment key for the course(s) with instructions on setting up your user account on the course website. You can then login to each course and familiarize yourself with the introduction module and other information about that course.

If you have any questions or concerns, please contact your instructor Jill Parker, at jillparker8@yahoo.com or (435) 994-1022, or the administrator of these course Joshua Phillip at jphillip@casat.org or (775) 682-8554, ext 28554

We look forward to your participation in these online courses.

Josh

Cc: Jill Parker
YeVonne Allen
Eric Albers