

INSTRUCTOR DEVELOPMENT REPORT

CHICAGO POLICE DEPARTMENT

Per Paragraph 284 of the Consent Decree - CPD will require that all new and current Training and Support Group instructors and curriculum developers are certified by the Illinois Law Enforcement Training and Standards Board and, as appropriate to their roles, receive initial and annual refresher training on subjects including, but not limited to, effective teaching, adult-learning techniques, and curriculum development. CPD will further require that instructors are trained in the specific subject matter they are assigned to teach and are also cross-trained in other related subjects so that they are equipped to deliver effective interdisciplinary instruction. Instructor training will also include peer review.

In order to adequately document all instructor development initiatives, we require you to complete this form and submit it to the Commanding Officer, IDQC section, along with copies of your current instructional materials, if they have not been previously submitted. The Standardized Attendance Sheet(s) (CPD-63.203) should be given to the appropriate section supervisor who will ensure it is uploaded to eLearning as required.

I. Course Title: _____

II. Date of Instruction: _____ **Duration:** _____ (e.g., 1400 -1600)

III. Instructional materials included in submission, if applicable:

- | | |
|---|---|
| <input type="checkbox"/> All instructional materials previously submitted to IDQC section | <input type="checkbox"/> Media slide presentation |
| <input type="checkbox"/> Lesson plan | <input type="checkbox"/> Other (list below) |
| <input type="checkbox"/> Handout(s) | _____ |

IV. Type of instructor development (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Train-the-trainer | <input type="checkbox"/> Guided discussion of subject matter |
| <input type="checkbox"/> Walk through of module(s) | <input type="checkbox"/> Guided discussion of adult learning techniques |
| <input type="checkbox"/> Teach-back(s) | <input type="checkbox"/> Other (list below) |
| <input type="checkbox"/> Scenario run-through | _____ |
| <input type="checkbox"/> Presentation by content matter expert(s) | |

V. Briefly explain what material was reviewed/discussed (e.g., specific hours, module(s), topics, performance objective(s), techniques, etc.):

Name: _____ Signature _____
Date of Submission: _____ :
