



STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION

MOLLY M. SPEARMAN
STATE SUPERINTENDENT OF EDUCATION

MEMORANDUM

TO: District Information Technology (IT) Leaders
District Instructional Technology Leaders

FROM: Valarie Byrd
Senior Consultant, Office of Total Quality Management

DATE: November 8, 2022

RE: Professional Development for Educators

The South Carolina Department of Education (SCDE) has partnered with Microsoft Education to offer free online training opportunities for educators this Fall. Participants can earn Continuing Education Units (CEU) for each session. Educators may sign-up for each recorded training event via the registration links provided below. Visit the [SCDE website](#) for information.

| Date | Microsoft Topics | Tuesdays @ 3:00 p.m. |
|---------------|--|-----------------------------------|
| 1 Nov | Creating an inclusive classroom with Microsoft Learning Tools | Registration Link |
| 8 Nov | Microsoft Stream | Registration Link |
| 15 Nov | Intermediate Microsoft Excel | Registration Link |
| 29 Nov | Microsoft Cloud Storage: OneDrive for Business and SharePoint Online | Registration Link |
| 6 Dec | Microsoft Whiteboard | Registration Link |
| 13 Dec | Microsoft Forms | Registration Link |
| 20 Dec | Microsoft Outlook | Registration Link |