The Center for Professional Development and the Office for Distributed and Distance Learning have merged into one, comprehensive service unit -- **Academic and Professional Program Services (APPS)** -- to better serve faculty, students, and staff at the University, and students of all ages in the local, state, national, and international communities.

**Professional Program Services**

**Continuing Education Units (CEUs) and Teacher Recertification.** In conjunction with the University’s academic departments, APPS coordinates degree and certificate programs for non-traditional, part-time students. Programs can be found throughout Florida and some are delivered via distance technologies. Opportunities for teacher recertification and continuing education units (CEUs) are provided throughout the year.

**Non-Credit Programs.** APPS develops, promotes, and administers non-credit programs and certifications in traditional classroom settings and online. Lifelong learners can remain current in their fields and fulfill licensing and continuing education requirements through career skills development. Examples of current courses are: Certified Financial Planner Online, Continuing Legal Education Online, Seminole Strength Conditioning, Test Preparation, and Critical Writing.

**Technology Training.** APPS offers industry certified training programs, which can be customized to individual learner or employer needs. Course offerings may include Basic Technology, Oracle, MCSE, MOUS, and Webmaster Certification.

**E-media Services.** Clients within and outside the University are assisted in developing and disseminating comprehensive educational programs. Web-based media services include information and database designs; user interfaces for online professional development and credit programs; and online registration, payment, and courseware.

**Academic Program Services**

APPS supports the University’s mission to extend education statewide by offering courses and degree programs online and at many off-campus sites around the state.

**Faculty.** Support is provided to faculty members in their use of technologically mediated innovations in teaching, and takes the form of projects to develop degree programs and of workshops to help them develop web-based components for their residential classes and fully online courses for either on- or off-campus delivery. Assistance is provided through Unified Portal and Learning Management System (Blackboard) Support, Digital Media Production, the Center for Teaching and Learning (CTL), and Assessment Services (AS).

**On-Campus Students.** Access and use of FSU’s unified portal and learning management system (campus.fsu.edu) is provided with both onsite and online contacts for technical support and resources for learning via the web, as well as instruction in using the learning management system and its many tools.

**Distance Students.** Guidance is provided to students and departmental staff, from application and acceptance to any of the online degree programs, to orientation to the University, which addresses scheduling of courses, instruction on navigating course websites, and other tools necessary for their success. Students receive individualized attention from instructors, and some courses have mentors who guide students through course work and monitor their progress. Online bachelor’s degree-completion programs are available in Computer Science, Nursing, and Interdisciplinary Social Science. Students with an AA from a Florida community college or its equivalent, as assessed by FSU Admissions staff, and who have met the Liberal Studies requirement, can complete their bachelor’s degrees online. The master’s programs that are offered entirely (or mostly) online or via other technology include: Adult Education (major in Human Resource Development), Business Administration, Communication Disorders, Criminology (major in Criminal Justice Studies), Educational Leadership, Information Studies, Instructional Systems (major in Open and Distance Learning), Management Information Systems, Mathematics Education, Nursing, Physical Education, Risk Management & Insurance, Science Education, and Social Work.
Academic Program Services (continued)

Center for Teaching and Learning (CTL). Faculty members can further their planning, teaching, and technology skills through workshops, classroom observations, and individual consultations. Graduate teaching assistants (TAs) are aided in improving their academic leadership and teaching skills through the Program for Instructional Excellence (PIE). Orientations, workshops, panel discussions, videotaping sessions, and individual consultations are designed to prepare graduate students for the range of responsibilities they will have as new instructors. PIE also directs the Preparing Future Faculty (PFF) program, which provides graduate students mentoring opportunities with educators and administrators.

Unified Portal and Learning Management System (Blackboard) Support. This unit oversees all learning system maintenance and upgrades, technology training on upgrade enhancements, the academic help desk, and development of applications to further enhance the portal infrastructure for faculty, student, and staff use.

Digital Media Production. A variety of services are provided, from producing online course components to website design and webcasting, including digital audio and video production and streaming, graphic design, Flash animation, digital imaging and photography, and design and layout of print media. Digital Media also supports the design and maintenance of the Florida State University website. Academic units and student organizations are supported through the creation and use of organizational websites on the Unified Portal (campus.fsu.edu). News and events regarding faculty, students, and staff are updated and then disseminated through the Unified Portal.

Assessment Services (AS). Faculty services include mark-sense scanning; test scoring and analysis; administering of University and department faculty evaluation instruments (SPOT, e-SUSSAI); and technical support for data collection and analysis in research. Student services include administering test taking for many national and state testing programs (e.g., CLAST, FTCE, ACT, SAT, LSAT, and MCAT); and providing proctored testing for distance-learning students.

APPS Annual FTE & Student Credit Hours

<table>
<thead>
<tr>
<th></th>
<th>Undergraduate</th>
<th>Graduate</th>
<th>Total</th>
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<tbody>
<tr>
<td>2004-05 Fundable FTE</td>
<td>14.68</td>
<td>427.56</td>
<td>442.24</td>
</tr>
<tr>
<td>2004-05 Student Credit Hours (Fundable &amp; Non-Fundable)</td>
<td>4,275</td>
<td>14,119</td>
<td>18,394</td>
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Source: Academic and Professional Program Services (APPS)
Online Resource: Professional Program Services’ website can be accessed at [http://learningforlife.fsu.edu](http://learningforlife.fsu.edu).
Online Resource: Academic Program Services’ website can be accessed at [http://online.fsu.edu](http://online.fsu.edu).
Online Resource: Assessment Services’ website can be accessed at [http://assessmentservices.fsu.edu](http://assessmentservices.fsu.edu).