



Keys to Early Writing Keys to Content Writing Higher Education - Certified Faculty Training

Live Virtual Professional Development

Become a Certified Faculty of the *Keys to Early Writing* & *Keys to Content Writing* online courses

Is your college or university faculty interested in embedding the IDA Accredited *Keys to Early Writing* & *Keys to Content Writing* courses within their foundational literacy courses or supporting other faculty in enhancing their background knowledge of evidence-based instructional practices for beginning writing skills and writing instruction across all content areas? If the answer is yes, this Certified Faculty Training is for you!

What is *Keys to Early Writing*? *Keys to Early Writing* is a professional development course that equips educators with the essential background knowledge to teach all components early writing instruction. Educators learn practical strategies for teaching beginning writing skills, how to use writing to support learning throughout the instructional day, and how to provide scaffolds to students who need support. Please see the course outline on the next page for content details.

What is *Keys to Content Writing*? *Keys to Content Writing* is a professional development course that equips educators with the essential background knowledge to teach writing instruction across all subjects for students in grades 3-12. Participants learn best practices to address the writing requirements of state writing standards, including frequent writing in all content areas. Please see the course outline on the next page for content details.

What does the Certified Faculty do?

Certified Faculty of *Keys to Early Writing* & *Keys to Content Writing* support students as they progress through course content leveraging a curated collection of KEW & KCW resources designed for **Certified Faculty** use. Preservice students complete online course modules embedded within one or more courses.

Faculty/Staff: Faculty/Staff complete 24 hours of online course modules and participate in a community of practice led by the **Certified Faculty** of *Keys to Early Writing* & *Keys to Content Writing*. The community of practice sessions, designed uniquely for higher education, provide a collaborative opportunity to debrief activities, share ideas for connecting course content to classroom instruction, and thought partnership led by **Certified Faculty** of *Keys to Early Writing* & *Keys to Content Writing*. These sessions are interspersed following a flexible schedule that meets the needs of the department or extended campus.

What is the Hybrid-Online Model? Educators complete up to 24 hours of online course modules and participate in facilitated debrief sessions. The online modules are asynchronous – users log in at any time. The debrief sessions are interspersed with course content outlined in the syllabus.

What is the cost? The cost to attend the Certified Faculty Training is \$775, which includes 4, 3-hour Certified Faculty training sessions, online course registration, training manual and slide decks, and access to a curated collection of KEW & KCW resources designed for Certified Faculty.

Who Should Participate: Any higher education faculty who are involved in teacher preparation programs or support the professional learning of other faculty & staff.

Certified Faculty Requirements: To successfully complete this training and become a certified faculty of *Keys to Early Writing* & *Keys to Content Writing*, the following requirements must be met:

- Complete the two 12-hour online courses prior to attending the first training session
- Attend the 4, 3-hour Certified Faculty training sessions

DATES & SCHEDULE

DATES: October 23 & November 6, 2026;
January 15 & February 26, 2027

FORMAT: Live, virtual sessions via Zoom

COST: \$775

TIME: 9:00 AM-12:00 PM (Eastern Time)

Prior to October 23, 2026 you are required to complete the 24 hours of the online courses. These courses are asynchronous – you may log on any time to complete the modules at your own pace.

During the live training sessions, via Zoom:

The expert Keys to Literacy consultant will model how to conduct the community of practice facilitated meetings, with you in the role of preservice teacher or faculty. During this time, the KTL consultant will review the slides, model the sessions, and provide a collaborative opportunity to debrief activities, share ideas for connecting course content to classroom instruction, and offer thought partnership. Additionally, the consultant will offer facilitation suggestions, answer your questions, and walk you through the curated collection of KBR resources designed for **Certified Faculty** use.

Keys to Early Writing Online Modules:

- Module 1: Writing Basics
- Module 2: Writing Community
- Module 3: The Writing Process
- Module 4: Writer's Craft and Text Structure
- Module 5: Drawing, Labels, Lists
- Module 6: Syntax, Sentences
- Modules 7: Paragraph Writing
- Module 8: Writing From Sources
- Module 9: Wrap Up

Keys to Content Writing Online Modules:

- Module 1: Writing Basics
- Module 2: Quick Writes
- Module 3: Sentences & Paragraphs
- Module 4: The Writing Process
- Module 5: Three Types of Writing
- Module 6: Summary Writing
- Modules 7: Writing From Sources
- Module 8: Wrap Up

ADDRESS TO SHIP MATERIALS

Please note that we will be mailing the training books and Facilitator materials to participants at their home address, so **please share your home mailing address on the registration form**. Allow 10 days for shipping after registration is received.

Two Ways to Register

Online: Complete the registration form and submit payment on our website

<https://www.keystoliteracy.com/events/>

OR

Mail: Complete the registration form (next page) and submit with purchase order or check payment (payable to Keys to Literacy, LLC).

CONFIRMATION

Your registration will be confirmed by email. **PLEASE NOTE:** You are **not** registered unless you receive a confirmation email.



Keys to
Literacy

Registration Form

(Each registrant must complete a registration form. Payment or P.O. must accompany form OR register online at <http://keystoliteracy.com/events/>.)

SECTION 1: PARTICIPANT information

NAME: _____ POSITION/TITLE: _____

SUBJECT: _____ GRADE: _____

DISTRICT/ORGANIZATION: _____ SCHOOL: _____

HOME MAILING ADDRESS to ship book: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: (_____) _____ MOST USED EMAIL: _____

SECTION 2: SESSION information

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Content Writing
Higher Education
Certified Faculty Training**

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QUESTIONS?

Contact Melissa Powers at
(978) 948-8511, ext. 202 or
melissa@keystoliteracy.com

REFUND/CANCELLATION POLICY

- If you cancel **3 days or more prior** to training, you will be issued a **50% refund**.
- **No refunds** will be issued for "no shows"

SECTION 3: PAYMENT information

Please include completed registration form with payment.

☐ **check/money order enclosed**
(payable to **Keys to Literacy**)

☐ **purchase order #** _____
(if available)

Please mail to:

Keys to Literacy
319 Newburyport Turnpike, Suite 205
Rowley, MA 01969

To pay with a credit card, please register online:

<https://www.keystoliteracy.com/events/>