

GET READY FOR THE 2019-20 SCHOOL YEAR

Free Professional Learning Opportunities and Resources for **AP** Coordinators

To help schools prepare for the changes coming in the 2019-20 school year, the College Board is offering a wide range of professional development opportunities and online training free to AP coordinators. **Face-to-face workshops** will provide coordinators with the most comprehensive look at the new systems and how to use them. For those unable to attend, a series of **live and recorded online sessions** also offers a convenient training option. Coordinators can supplement the

webinars with **self-guided, online tutorials** to address specific questions on how to set up and use the new resources. Coordinators can decide how much professional development is right for them—new AP coordinators will likely benefit from more (a full-day workshop and multiple live online sessions, for instance), while experienced coordinators may opt to focus on changes to the ordering system and processes (a 1/2 day workshop and selected online sessions, for instance).

Live Now	<p>ONLINE SESSIONS: Recorded AP 2019-20 Operational Overview Online Session Webinar to familiarize coordinators with the new systems, processes, and timelines coming to AP in 2019-20. A recorded session is available for on-demand playback. collegeboard.org/apcoordinator-sessions</p>
Jun-Sep	<p>IN-PERSON: AP Coordinator Workshops Free,* in-person workshops designed to help new and experienced AP coordinators manage their school's AP program will take place across the country. A half-day version of the workshop will prepare coordinators for the beginning of the school year through fall registration, including setup and management of the new AP Registration and Ordering system. The full-day version of the workshop will also prepare coordinators for AP Exam administration and invoicing. Register for an AP coordinator workshop near you: collegeboard.org/ap2019workshops</p>
August 1	<p>TUTORIALS: Self-Guided Tutorials Available alongside the launch of the new online ordering system, self-guided tutorials covering key coordinator tasks will be available online.</p>
Aug-Oct	<p>ONLINE SESSIONS: AP Registration and Ordering—Live Online Sessions Webinars for coordinators focused on registration, enrollment, and placing exam orders in the new system. Recorded sessions will be available for on-demand playback beginning in September 2019. Registration opens May 2019.</p>
Jan 2020	<p>ONLINE SESSIONS: AP Exam Administration—Live Online Sessions Webinars focused on the AP Exam administration. A recorded session will be available for on-demand playback in January 2020. Registration opens December 2019.</p> <p>IN-PERSON: AP Coordinator Workshops Free,* in-person workshops will prepare coordinators for the AP Exam administration and invoicing.</p>