



# Self-Paced Training Schedule for Item Writers



**AUG**

- Watch the "Welcome to the PNCB Team" video.
- Attend the Self-Paced Learning Program (SPLP) **Orientation Webinar**.

**SEPT**

- Complete the **Item Writing 201** portion of the online learning program, with a minimum score of 70%.
- Review the PNCB **Item Writing Manual**.
- **Learning Activity:** complete the online exercise: **Building Your Item Writing Skills through Practice**.
- Participate in a 90-minute **Mentoring Webinar**.

**OCT**

- Access the online item writing portal and enter the 1 item submitted for the application and the item developed when completing the above online exercise.
- Apply new skills learned from the online tasks to improve items.
- Review the item writing assignment, the exam's content outline, and begin planning ideas for the remaining 6 items.
- Add at least 2 newly written items to the item writing portal.

**NOV**

- Write the 4 remaining items for the YEAR 1 assignment, for a grand total of 7 items. Submit for mentor review and feedback.
- Review mentor feedback for submitted items, to revise and polish items for final submission.

**DEC**

- Submit all finalized items to PNCB.
- Complete the CE-evaluation for the Self-Paced Item Writer Learning Program.
- By the end of the month, PNCB will credit CE benefits for items meeting requirements.



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