

Syllabus
EME 2040: Technology for Educators
Spring 2008
Dr. Kelvin Thompson

Contacting the Instructor	
Office Hrs:	Online: Mondays 8pm-9pm (Please request appointment for office hours via email.)
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Online	Log-in to Angel at
Course	http://brevardcc.angelllearning.com and click
Access:	on the link to EME 2040

Course Description

This course constitutes an introduction to the electronic tools of the information age, with an emphasis on the use of new technologies to facilitate the accomplishment of instructional tasks.

Course Objectives:

The student will:

- Identify attributes of technologies that facilitate their effective use by K-12 students or teachers.
- Demonstrate ability to design instruction that includes appropriate supporting technologies.
- Demonstrate ability to use selected software applications for typical K-12 classroom tasks with at least novice level proficiency
- Demonstrate awareness of emerging technologies that may prove useful in supporting K-12 teaching/learning
- Analyze K-12 classroom settings to determine best practices in educational technology implementation
- Demonstrate awareness of implementation issues related to educational technology integration into the K-12 classroom
- Evaluate current level of technology competency using National Education Technology Standards for Teachers (NETS-T) and portfolio of work samples

Required Texts

Lever-Duffy, J. and McDonald, J. (2007). *Teaching and Learning with Technology (3rd Ed.)*. Upper Saddle River, NJ: Allyn and Bacon.
ISBN: 0-205-54325-1

Companion Web Site: http://wps.ablongman.com/ab_leverduffy_teachtech_3

Other selected readings and web sites as assigned during the course

Library Resources

BCC offers many resources through the Library. Many (but not all) are available online. Please familiarize yourself with the resources listed below as you may find them helpful in this course. (Please note that you will need a valid BCC library card to access some resources.)

BCC Library Web Site
www.brevardcc.edu/library

Obtain a BCC Library Card
<https://web2010.brevard.cc.fl.us/secure/library/cardrequest.html>

Information Literacy Tutorial
<http://www.brevard.cc.fl.us/library/content/bilt/bilthome.htm>

Ask A Librarian
http://www.askalibrarian.org/vrl_intro.asp?library=FLCC0200

Writing Resources

If you are less than 100% confident in your ability as a college-level academic writer, then I recommend the following resources to you as you complete this course.

BCC's Online Writing Lab
<http://www.brevardcc.edu/owl>

Smarthinking (24/7 tutoring service free to BCC students with valid "B number")
<http://smarthinking.com> (more information is available inside our Blackboard account)

Virtual Campus Course Attendance Policy

You are expected to login to your class on the start date of your course. You must complete the introductory assignment within the first three days of the course. You will have regular assignments that will require that you log-in several times a week. Financial Aid and VA students who do not check in regularly may be dropped or withdrawn for non-attendance and will **not** be permitted to re-enter the course.

Vacations or traveling to other locations will **not** be an excuse for missing class. The advantage of online courses is that you have access to your course anytime and anywhere.

Assessment Methods

Grade Categories	Description of the requirements	Weight toward final grade
Course Preparation Checklist	Course Preparation Checklist (Required Submission before other assignments will be accepted. All items should be checked off and “signed” electronically.) Note: Checklist available online in Angel	0% (0 points)
Online Discussions	Online Discussions There will be one online discussion per week (12 total) in which you must participate. Some discussions will require the completion of learning activities prior to posting. (In addition to the instructions provided in each discussion prompt, please refer to the Discussion Protocols and Discussion Participation Rubric for detailed performance expectations.) Note: Protocols and scoring rubric available online in Angel	30% (1200 points)
Quizzes	There will be one reading comprehension quiz per book chapter (12 total) which you must submit online using Angel “Assessments.” (Embedded within each week's "Lesson.") Note: The Week 2 quiz <i>will be proctored</i> . (No other quizzes will be proctored. Please review the online guidelines for arranging your proctored quiz.)	15% (600 points)
Interviews/Observations	Written, audio, or video documentation of interviews (2) with experienced K-12 educators (or, alternatively, observations of classroom technology integration). Must be accompanied by substantive written personal reflection and feedback to the submissions of others. Note: Detailed instructions and scoring rubric available online in Angel	25% (1000 points)
Portfolio	An annotated selection of your work from	30%

	this course that documents your current level of competency based on educational technology standards. Must be accompanied by written feedback to the submission of others. Note: Detailed instructions and scoring rubric available online in Angel	(1200 points)
Learning Summary	A written statement of what you feel that you have learned during EME2040. While unscored, this statement is required before a final course grade will be submitted. Note: Detailed instructions will be available online in Angel during the last week of the course	0% (0 points)
	Total	100% (4000 points)

Grading Scale

A = 100 – 90% (4000 – 3600 points)

B = 89 – 80% (3560 – 3200 points)

C = 79 – 70% (3160 – 2800 points)

D = 69 – 60% (2760 – 2400 points)

F = 59 – 0% (2360 – 0 points)

Time Commitment

This is a three-credit-hour college course. You may expect to invest approximately 10 hours per week on required course activities. Your background knowledge/experience and other variables may require you to spend additional time. Please plan accordingly. (On the weekly anonymous feedback form within Angel, you will have the opportunity to record the length of time you've invested in each week's activities.)

Due Dates

All dates listed are **due dates**, not "do" dates. Please plan your time accordingly. While assignments may be completed early, late assignments **will not** be accepted. Submissions are due at **11:59pm** (Eastern time) on the date stated. Times will be based on the Angel server's internal clock.

Note: The authoritative source for due dates in this course is the current "Schedule" posted online in Angel. (Any changes as the course progresses will be reflected in the updated version of the online "Schedule.")

A Word about Responsibility and Community

In this course you will be required to *engage* in an online community of learners. This means that our online interactions are just that – *interactions* with one another – not merely opportunities for you to post an "answer" quickly and move on. You will be asked

to think about the ideas shared by others and to respond thoughtfully to these ideas. Through this process you will be expected both to take responsibility for your own learning and to contribute to the learning of others. Every assignment in this course (with the exception of the weekly quizzes) has been designed according to this approach. You may find it useful to familiarize yourself with "social constructivism" and "social learning theory" if you wish to further understand this course's underlying philosophy.

Technology Requirements

Technology	Expectations for Use
Computer/Internet	<p>You will need extensive access to an Internet-connected personal computer for successful completion of this course. (See http://www.brevardcc.edu/know_bcc/campus_locations/virtual/pages/virtual_everything.html#minReq for detailed specifications.)</p> <p>BCC provides access to computers in a variety of labs on the Cocoa, Melbourne, Palm Bay, and Titusville campuses. Details are available on the Student Resources section of the BCC web site. (See http://www.brevardcc.edu/index.php?mainframe=/student_resources/&subnavframe=/student_resources/sub_nav.html and select "Computer Labs" from the navigation links.)</p> <p>Your Web browser should be able to display Flash media and *.pdf files. Free downloads of Flash Player and Acrobat Reader are available online. You'll also find it helpful to have the RealMedia player installed, but it is not a requirement.</p>
Angel:	<p>The majority of the interactions between and among students and instructor will take place online in BCC's course management system (Angel). There are specific online assignments throughout the course, but you will find it in your best interest to develop a <i>habit</i> of logging in regularly (preferably <i>once per day</i> but <i>no less</i> than once every two days). Note: The Announcements tool will be used to post information of a general nature to everyone in the class. Get in the habit of checking the Announcements each time you log-in.</p>
Email:	<p>Most interactions will take place within Angel, but email may be used for occasional important messages from your instructor. Please check your BCC email regularly (at least twice per week). Email messages sent to your instructor from your BCC email address will be answered within 24 hours during business days (i.e., Monday-Friday). (Please put "EME2040" in the subject line of any email messages you initiate.)</p>
Word Processing	<p>Word processing documents created for this course <i>must</i> be saved as either Microsoft Word XP documents (*.doc) or rich text files (*.rtf). <i>Files in other formats will not be accepted.</i> (You are expected to keep electronic copies of any documents you submit. You might also find it helpful to compose discussion postings off-line in your word processing program before submitting them.)</p>
Productivity Software	<p>You must have access to productivity software compatible with Microsoft Office XP. You will have the opportunity to access and/or create word processing (*.doc), spreadsheet (*.xls), presentation (*.ppt), and database</p>

	(* .mdb) files. If you have a later version of MS Office, you may "Save As" the lower version. In addition to Microsoft Office, there is a free comparable software called "Open Office" available online that will allow you to open and to "Save As" each of the above file types. However, you must be experienced in downloading and installing software in order to make use of Open Office. See http://download.openoffice.org .
RSS Aggregator	You will need to have access to an RSS aggregator for this course. There are numerous such programs available for free download online. Two examples include iTunes (http://www.apple.com/itunes/download) which requires a free download to your computer and GoogleReader (http://www.google.com/reader) which does not require a download. Some aggregators (such as iTunes) will allow you to download media to a portable device. Downloading to a device is not required for this course, but you may certainly do so if you wish as you may find this quite convenient.
Virus Protection	Please maintain an up-to-date virus protection software program on your computer. There are free programs available online. One such program is available at http://www.avast.com/eng/avast_4_home.html
Other Technologies	While you will not be required to purchase any additional hardware or software, you may already have technologies at your disposal that you may find useful during this course. We will discuss this during the first weeks of the course.

Technical Support

If you encounter difficulty with technology as you participate in this course, the following avenues are available to you.

Technology Problem	Resource	Sequence
Difficulty logging in initially to Angel	BCC Helpdesk angelsupport@brevardcc.edu helpdesk@brevardcc.edu 321.433.7600	First
	Instructor thompsonke@brevardcc.edu	Second
Problems using Angel tools during the course	BCC Helpdesk angelsupport@brevardcc.edu helpdesk@brevardcc.edu 321.433.7600	First
	"Technical Help" Discussion Area	Second
	Instructor thompsonke@brevardcc.edu	Third
Problems with IMail, passwords, your computer, or your software	BCC Helpdesk http://www.brevardcc.edu/help	First
	Virtual Campus Helpdesk virtualcampus@brevardcc.edu	Second

	“Technical Help” Discussion Area	Third
	Instructor thompsonke@brevardcc.edu	Fourth
Internet connection issues	Your Internet Service Provider (e.g., AOL, Brighthouse, etc.)	First
	Instructor thompsonke@brevardcc.edu	Second

Academic Integrity

Academic integrity will be appraised according to the student academic behavior standards outlined in The Student Code of Conduct in Brevard Community College's Student Handbook. http://www.brevardcc.edu/pdf/admissions/handbook_2006-07.pdf

Important Note: Plagiarism is the misrepresentation of the work of another person as your own, whether this work is paraphrased or quoted directly, without attribution. Evidence of plagiarism or cheating on an assignment in this course will *at least* result immediately in a failing grade on the assignment. At the discretion of the instructor, any evidence of plagiarism or cheating will be submitted for disciplinary action to the Office of Student Services and may result in severe consequences. (The plagiarism tutorial due during the first week is intended to assist you in avoiding plagiarism in your course work.)