

## ***Technology for Educators***

EDU 306–60-2 (3 credits)

Fall 2008

Mondays 7-9:30 p.m.

Curtis 208

Joan M. Kern, M.Ed.

Office: Curtis 228

Office Hours: By appointment

Email: [jmkern@cedarcrest.edu](mailto:jmkern@cedarcrest.edu)

Office Telephone: 610.606.4666 Ext. 3618

Technology Helpdesk: 610.606.4666 ext. 3348

ECollege Course Website: [www.cedarcrestonline.net](http://www.cedarcrestonline.net)

### ***Course Description:***

This course is designed to provide prospective teachers with informational technology competencies necessary for high quality instruction of elementary, middle, and secondary school students. Prospective teachers will gain skills in developing their students' IT competencies and using technology as a teaching tool. Prerequisite: EDU 312 or permission of the instructor.

### ***Course Outcomes:***

As a result of participating in this course, the student will:

- Understand and be able to use Microsoft Word, Excel, and PowerPoint in ways that they can positively impact instruction and learning. Assessment: teaching project, homework, and classroom exercises.
- Understand the basic components of computer systems and how to use each. Assessment: teaching project, homework, and classroom exercises
- Understand the utility, promise, and pitfalls of the World Wide Web. Name sites and search engines appropriate for student and teacher use. Assessment: teaching project, homework, and classroom exercises.
- Be able to identify web resources useful in teaching a discipline. Assessment: teaching project, homework, and classroom exercises
- Be able to effectively evaluate web sources. Assessment: teaching project, homework, and classroom exercises
- Be able to use computer peripherals like scanners, digital cameras, etc. in an educational setting. Assessment: teaching project, homework, and classroom exercises
- Be able to articulate how technology can help and hinder learning. Assessment: teaching project, homework, and classroom exercises

### ***Course Text:***

#### **Required**

Brewer, T. (2006). *Technology integration in the 21<sup>st</sup> century classroom-second edition*. Visions Technology: Eugene, OR. ISBN 1-589-12-231-3

Some **suggested** books which may aid you in this course:

Cox, J., Frye, C. Frye, C., Lambert, M.D. & Preppernau, J. (2007). *2007 Microsoft office system step by step*. ISBN-13: 9780735622784.

Richardson, W. (2006). *Blogs, wikis, podcasts, & other powerful web tools for classrooms*. ISBN-13: 9781412927673.

Wang, W. (2006). *Office 2007 for dummies*. ISBN-13 9780470009239.

***Course Assessment:***

Professionalism Rubric	50 points
Mid-Term Power Point Presentation (see separate instructions)	100 points
Final Teaching Presentation w/ Integrated Technology (same)	100 points
Online Assignments (50 points each)	250 points

***Additional Course Requirements:***

This course is designed primarily for future educators, and as such requires all students to be active participants\* to the extent that students will assume the role of teacher for the majority of class meetings.

***Attendance/Lateness/Leaving Class Early (Departmental Policy):***

Your attendance at all class meetings is expected and a vital part of the learning process. If vacations, religious holidays, athletic activities, professional duties, medical appointments, or any other conflicts prevent you from **fully attending all** classes, *you are strongly encouraged to take this course during another semester*. If an illness or emergency occurs during the semester, you are responsible for contacting the course instructor to make up work missed. Due to the interactive nature of this course, however, ***there will be assignments that you will not be able to make up if you are absent.***

**\*Instant messaging, emailing, and texting are not appropriate during class.**

***Late Submission of Assignments:*** Assignments are to be submitted on the due date to receive full credit for the work. If you are having difficulty completing an assignment, please speak to me.

***Honor Philosophy:*** The formal honor philosophy adopted by Cedar Crest College as outlined in the college course catalogue and student handbook is strictly followed in this class. Appropriate classroom behavior, the generation of original work, proper citation of sources consulted and used, and the creation and maintenance of a courteous, respectful classroom environment and a classroom free from distractions is implicit in the CCC honor philosophy. The *Cedar Crest College Student Guide* includes the following under *Honor Philosophy, Community Standards for Academic Conduct, Classroom Protocol*:

Appropriate classroom behavior is implicit in the Cedar Crest Honor Code. Such behavior is defined and guided by complete protection for the rights of all students and faculty to a courteous, respectful classroom environment. That environment is free from distractions such as late arrivals, early departures, inappropriate conversations, and any other behavior that might disrupt instruction and/or compromise students' access to their Cedar Crest College education.

**Plagiarism:** Plagiarism is regarded as a failure to comply with the college honor code. If it is determined that a student has used the work of another person and has not cited that person in APA style as the source of the idea(s), a grade of “0” will be earned for that paper.

**Class Cancellations:** College-wide class cancellations are announced on the regular media outlets and on the college inclement weather hotline (610-606-4629). In the rare event I must cancel an individual class; every effort will be made to notify students via e-mail of the class cancellation. If a class is cancelled, we will complete all of the work scheduled during our next meeting.

**Students with Disabilities:** Students with disabilities who wish to request accommodations should contact the Advising Center.

**Appropriate Use of Computer Labs:** No eating or drinking anywhere within the lab. Breaks are scheduled for this purpose. Once instruction begins, no computers should display anything but what the instructor is directing you to do. Failure to comply will result in a grade of 0/F for the in class participation final grade.

Please correspond with me via the e-College email feature or the Cedar Crest College email account. I am prohibited from contacting you via email using any other format or responding to an email that you send to me from any accounts other than your e-College or CCC account.

**Final Grade Scale:**

473-500 points = A

453-472 points = A-

433-452 points = B+

413-432 points = B\*

398-412 points = B-

378-397 points = C+

358-377 points = C

338-357 points = C-

318-337 points = D+

298-317 points = D

Below 298 points = F

**\* Note Education/Special Education students must receive a B or higher in this course.**

**Course Schedule:**

Class 1: August 25  
Monday 7-9:30

Course Introduction and Overview  
Review of Syllabus and Assignments and Rubrics  
e-College  
Textbook: Introduction and Sections 1-3 and 8  
Using Technology in the Classroom  
Assignments:  
Read text Sections 4-6 and 11 for next live class.  
Online: Access e-College

**NO CLASS 09/01/08 LABOR DAY—ENJOY!**

Class 2: September 8  
ONLINE

Assignments:  
Use two of the 3 C's in this week's assignment- Communication & Critical Thinking.  
Email a classmate through e-companion. Introduce yourself as a new colleague. **Copy me on the email.**  
Write a one-page paper on your thoughts/experiences on using technology in the classroom. Include pros and cons about technology use.  
**Post the latter to e-companion.**

Class 3: September 15  
Monday 7-9:30

Sections 4-6 & 11 Uses for WORD, Searches  
Citing Resources and Digital Cameras  
Explore- Microsoft Power Point

Explore the following pages on using Word in the classroom:

<http://www.seaford.k12.de.us/it/word-integration.htm>  
<http://staffdev.henrico.k12.va.us/~roethkda/msword2004/Lessons.html>  
<http://www.alexander.k12.ny.us/tech/word.htm>

Explore the following pages on digital cameras:

<http://www.wacona.com/digicam/digicam.html>  
<http://pegasus.cc.ucf.edu/%7Eucfcasio/qvuses.htm>  
<http://www.brunswick.k12.me.us/lon/lonlinks/digicam/teacher/home.html>  
<http://www.wam.umd.edu/~toh/image/DigitalCameraUses.htm>

Explore the following pages on using Power Point in the classroom:

<http://www.actden.com/pp/> (a little too cute, but useful)  
[http://www.ldisd.net/~ms\\_pp/](http://www.ldisd.net/~ms_pp/)

Class 4: September 22  
ONLINE

**Post your class newsletter on e-companion by midnight.**

Work on your Power Point presentation.  
Read text Sections 14 & 15 for next week.

Class 5: September 29  
Monday 7-9:30

Mid-term Power Point presentations  
Sections 14 & 15 Copyright and Assessment  
Microsoft Excel-Grade Books  
Explore the following pages on using Excel in the classroom:

<http://its.leesummit.k12.mo.us/excel.htm>

<http://www.esu5.org/techtteacher/excel.htm>

<http://www.amphi.com/~psteffen/excel.html>

Class 6: October 6  
Online

Please **post** your summary of a professional journal article on technology in the classroom to e-companion. Due by midnight tonight.

### **October 13—FALL BREAK**

Class 7: October 20  
Online

Complete Excel spreadsheet/ grade book assignment.  
**Email** your spreadsheet to my CCC email address by midnight.

Read text Sections 7 & 12

Class 8: October 27  
Monday 7-9:30  
**\*Curtis 131\***  
**Tonight only**

Mid-term Power Point Presentations  
Sections 7 & 12 Evaluating Websites and Web Quests  
[www.field-trips.org/trips.htm](http://www.field-trips.org/trips.htm)  
Franklin Institute website  
SMART Board demonstration

Class 9: November 3  
Online

Educational Website/Virtual Field Trip Critical Review  
**Post** on e-companion by midnight.

Class 10: November 10  
Monday 7-9:30

Sections 9 & 10 Technology Based Lessons/Units  
Explore the following pages on lesson plans:  
<http://www.nonags.org/members/dasaunders>  
<http://www.lessonplanspage.com/>  
<http://www.edhelper.com/>  
<http://www.eduref.org/Virtual/Lessons/>  
United Streaming Video

Class 11: November 17

**Email** your Lesson Plan for the final presentation

Online

to instructor by midnight.

Class 12: November 24  
Monday, 7-9:30

Sections 13, 16 & 17  
Caution!! Blogging!  
Final Lesson Plan Presentations

Class 13: December 1  
Monday 7-9:30

Final Lesson Plan Presentations

Class 14 December 8  
Monday 7-9:30

Final Lesson Plan Presentations  
Course Evaluations and Professionalism Rubrics