



EDUC3125-01: Technology in the Classroom

WH 225. Tues, Thurs, 8:30-9:50 am

Spring 2004, Semester, 3 credit hours

Office Hours: Tues 3-4 pm and by appt. If possible, please schedule appointments.

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[1] Course Description:

This course is intended for beginning computer users. This is a hands-on, project-based course designed to help educators use technology creatively and effectively in support of curriculum in the elementary and secondary school classrooms. Emphasis is on learning how to use the software and the Internet in the classroom.

[2] Learning Objectives:

- Describe terms, concepts and trends in the use of technology with elementary, secondary, and special education students. (MO-STEP 1b, 3a, 5a; CC5-K3)
- Select and evaluate web sites to determine appropriate use in the classroom. (MO-STEP 1b, 5a; CC5-K3)
- Plan for the use of technology as an integrated part of the curriculum. (MO-STEP 1b, 5a; CC5-K3)
- Use word processing, database, spreadsheets, and graphics with children and as teacher utilities. (MO-STEP 1b, 5a)
- Use the Internet for research and email. (MO-STEP 1b, 5a)
- Design an integrated lesson using technology. (MO-STEP 1b, 5a; CC5-K3)
- Demonstrate competency in the use of software and hardware. (MO-STEP 1b, 5a)
- Examine future developments and trends in technology with special emphasis on their implications for the classroom. (MO-STEP 1b, 5a)

[3] Projected Schedule of Activities:

Week 1:	Jan 13-15	Course Overview Communication Tools: Using WebCT
Week 2:	Jan 20-22	World Wide Web Internet history
Week 3:	Jan 27-29	Search Engines Search Assignment involves searching the web for information on special education needs to support learning Internet Mailing Lists and FTP
Week 4:	Feb 3-5	How to Evaluate Web Sites Web Quests
Week 5:	Feb 10-12	Productivity Tools: Word Processing Creating a Newsletter
Week 6:	Feb 17-19	Test #1 on Internet Productivity Tools: Mail Merge
Week 7:	Feb 24-26	Productivity Tools: Spreadsheet
Week 8:	Mar 2-4	Productivity Tools: Database
	Mar 9-11	SPRING BREAK --- No class !!!!!!!
Week 9:	Mar 16-18	Productivity Tools: Powerpoint
Week 10:	Mar 23-25	Productivity Tools: Hyperstudio / Kidspiration
Week 11:	Mar 30 – Apr 1	Multimedia: Scanner/Digital Camera/Graphics/ iMovie
Week 12:	Apr 6-8	Test #2 on Productivity Tools Creating a Web Page
Week 13:	Apr 13-15	One Computer Classroom / Cooperative Learning
Week 14:	Apr 20-22	Work on Final Project
Week 15:	Apr 27-29	Work on Final Project
Week 16:	May 6	Presentation of Final Project Final Exam due

[4] Resources:

Textbook: Subscription to Video Archives at United Steaming. It costs \$19.95 per year. If it is used in more than one course, it only needs to be purchased one time. It is valid for one year. It is not refundable!

[5] Evaluation:

Weekly activities/assignments (approximately)	450
Tests (2) (100 pts each)	200
Final project	250
Final exam	200

I plan to keep the final project. So if you desire a copy of it, please make one for yourself before turning it into me.

[6] Attendance:

Attendance at all classes is required. If a student anticipates missing a class, the instructor must be notified prior to the class. If so notified prior to the class, the absence may be excused. Students will be required to complete the work assigned and to make up any missed work by the next class. **If the absence is unexcused or sufficient classes are missed (more than 3), then the instructor reserves the right to lower the final grade.**

NOTE: This syllabus is subject to change at the discretion of the instructor; therefore, regular attendance is required.

EDUC 3125 Weekly Synopsis

Week 1:

- 1.) Communication done electronically. How to login to WebCT.
- 2.) What is the difference between a .pdf, .doc, and .rtf file?
- 3.) What is the difference between a discussion list (bulletin board) and email?
- 4.) How to learn student names electronically? (digital picture and information on web page.
- 5.) What types of students do you have? (Beloit College list)

Week 2:

- 1.) What is the difference between synchronous and asynchronous communication?
- 2.) Which tools are classified as synchronous/asynchronous?
- 3.) How do you save to a disk on the Macintosh?
- 4.) What is a browser?
- 5.) What is a search engine?
- 6.) What do the symbols +, -, *, "" mean in the search field?

Week 3:

- 1.) How to File Transfer Protocol (FTP) or download graphics and text files is discussed.
- 2.) Searching and search engines are discussed.

Week 4:

- 1.) What is a webquest?
- 2.) What are some useful government web sites for teachers and students?
- 3.) What are some other teacher resources on the web?
- 4.) How to evaluate web sites using the Georgia and UCLA criteria is discussed.

Week 5:

- 1.) How do you create a newsletter?
- 2.) How can a newsletter be used in the classroom? to provide information. for evaluation of students.
- 3.) What are the different types of paragraphs? normal, hanging indent, blocked paragraphs.

Week 6:

- 1.) What is a mail merge?
- 2.) How do you create a mail merge?
- 3.) What is the usefulness of a mail merge? as a resume, to find a job. as a way of doing a mass mailing.

Week 7:

- 1.) What is a spreadsheet?
- 2.) How do you use page setup to format the spreadsheet so that it is printed in landscape mode; centered on the page both horizontally and vertically, print the date and time, the page numbers, number of pages, and grid lines; print a row and/or a column on each page?.
- 3.) How do you create a mail merge (a letter home to parents) from an excel spreadsheet (data) as input?

Week 8:

- 1.) What is a database?
- 2.) How do you use Excel as a database?
- 3.) How do you graph using Excel data?
- 4.) How do you use Excel in the classroom?

Week 9:

- 1.) What is Powerpoint?
- 2.) How do you make an effective presentation?
- 3.) How do you insert movies, graphics into PowerPoint? How do you make the first slide static and the other slides dynamic?
- 4.) How do you use PowerPoint in the classroom?

Week 10:

- 1.) What is Kidspiration?
- 2.) How do you effectively use Kidspiration in the classroom to teaching thinking and writing?
- 3.) What is Hyperstudio?
- 4.) How do you use Hyperstudio in the classroom?

Week 11:

- 1.) What is multimedia?
- 2.) What is iMovie?

Week 12:

- 1.) How do you create a web page?
- 2.) How can the web page be used for your final project and to meet the technology standards in order to graduate?

Week 13:

- 1.) Thinking about technology. How can you use one computer in a classroom? What is you have several computers?
- 2.) How can you integrate technology and various subjects like mathematics, science, and language arts into one module?
- 3.) What is cooperative learning?

Week 14:

- 1.) Work on final project creating several web pages.

Week 15:

- 1.) Work on final project creating several web pages.

Week 16:

- 1.) Completing the final project.
- 2.) Making the final presentation.