

Printable View of: Syllabus & Calendar

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File: Syllabus



Course Syllabus

Course Information

Number & Title: **EDTC 5630 Electronic Portfolios for Educators**

Description: Participants in this course plan, design, build, and evaluate professional electronic portfolios. Emphasis will be on teachers' portfolios that showcase abilities and experiences, highlight achievements, and provide a means of assessment. Prerequisite: Classroom Technologies or permission of the Educational Technology Coordinator. NOTE: This is an Internet-based course. Students must be willing to interact with the instructor and other students on-line, and to have some of their work (documents and photos) posted on the web for viewing by other class members. Prerequisites: Internet access (from home, office or on-campus) and ability to use Internet tools and other software.

Credits / Term: 2 credits, SU 2008

Instructor Information

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Course Goals

This course will enable participants to: (a) develop familiarity with types and purposes of electronic portfolios; (b) understand and apply principles of organizing and selecting contents of an electronic portfolio; (c) assemble multimedia components into an electronic portfolio; (c) read and synthesize written materials on the topic; and (d) build and critique a professional electronic portfolio.

Textbooks

	SOFTWARE LICENCE REQUIRED: LiveText Portfolio See http://www.livetext.com/purchasing/ > Student Membership > (Standard Student Membership) > Purchase Online > [College LiveText edu solutions - Student Edition (\$89.00)]
Grading Procedures	
	<p>Class participants will be evaluated on satisfactory completion of:</p> <p>(a) term project (professional electronic portfolio and critique) (40%); (b) multimedia mini-project (30%), and (c) participation in class discussions, small group / team activities and other online assignments (30%)</p> <p>Webster University strives to be a center of academic excellence. As part of our Statement of Ethics, the University strives to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic Dishonesty is unacceptable and is subject to a disciplinary response. The University reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.</p>
Topical Overview: Activities, and Readings: (subject to change)	
	<ol style="list-style-type: none"> 1. Introduction / overview of the course; Purpose and definition of electronic portfolios. 2. Preparation for building portfolios; Developmental/Working Portfolios and Showcase/Presentation Portfolios; Tools for electronic portfolios. 3. Resource exploration methods; Electronic templates. 4. Defining portfolio objectives and organization. Portfolio foundations (mid-term project) due. 5. Selection and organization of artifacts 6. Reflections and portfolio self-assessments. 7. Portfolio integration and dissemination. Term project due. 8. Course summary and evaluation; discussion of term projects.
Other	
	Class participants are responsible for completing all online class discussion, activities and assignments by posted due dates.

Updated: 26 May 2008

File: Calendar

[Course Calendar](#)

[CLICK HERE for Checklist of Assignments](#)

Week No. / Date	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
WEEK 1: Starting Jun 9, 2008	- Week 1 Materials Available.					- Due: Postings on 4 topics in week 1; Week 1 Process	

						Journal	
WEEK 2: Starting Jun 16, 2008	- Week 2 Materials Available.					- Due: Week 2 Process Journal	
WEEK 3: Starting Jun 23 2008	- Week 3 Materials Available; Due: Stage 1 Team Activity (Philosophy of Teaching)		- Due: INTASC / NBPTS Resources Comments			- Due: Week 3 Process Journal; Stage 2 Team Activity (Philosophy of Teaching)	
WEEK 4: Starting Jun 30 2008	-Week 4 Materials Available	- Due: Portfolio foundations (mid-term project)	- Due: Philosophy of Teaching: Elements			- Due: Week 4 Process Journal	
WEEK 5: Starting Jul 07 2008	-Week 5 Materials Available; Due: Defining Portfolio Objectives				- Due: Using Quotations		
WEEK 6: Starting Jul 14 2008	-Week 6 Materials Available				- Due: Components in INTASC & NBPTS Portfolios Discussion		
WEEK 7: Starting Jul 21 2008	-Week 7 Materials Available; Term Project Due					- Due: Evaluating Electronic Teaching Portfolios	
WEEK 8: Starting Jul 28 2008	-Week 8 Materials Available				- Due: Week 7-8 Process Journal		

File: Assignments Checklist

[Assignments Checklist](#)

[Click here for the course Calendar](#)

NOTE: The items listed and the due dates are subject to revision/updating during the course.

	Discussion Items
	Project Assignments
	Process Journals (Feedback)

Assignment / Activity	Where the Assignment/Activity is Explained :	Where to Submit Your Work:	Due Date:
Comments on Course overview	COURSE CONTENT > Week 1 > Overview / Welcome	Discussions > 01.1 Course Overview	Sat., Week 1 (June 16)
Personal Introductions	COURSE CONTENT >Week 1 > Personal Introductions	Discussions > 01.2 Introductions	Sat., Week 1 (June 16)
Benefits of Teaching Portfolios	COURSE CONTENT >Week 1 >What Are "Professional Teaching Portfolios"?	Discussions > 01.3 Benefits of Teaching Portfolios	Sat., Week 1 (June 16)
Review of Sample Portfolios	COURSE CONTENT > Weeks 1 > Sample (draft) Electronic Professional Teaching Portfolios	Discussions > 01.4.1 Sample Portfolio 1: M. Doublestein OR 01.4.2 Sample Portfolio 2: Jamie Follin OR 01.4.3 Sample Portfolio 3: K. Fischer	Sat., Week 1 (June 16)
Discussion Questions: INTASC/NBPTS Resources	COURSE CONTENT > Week 2 > Resources for INTASC & NBPTS	Discussions > 02.2 INTASC/NBPTS Resources	Wed., Week 3 (June 25)
Stage 1 -- Team Activity (Philosophy of Teaching)	COURSE CONTENT > Week 2 > Team Activity: Philosophy of Teaching	Discussions > 02.2 Teaching Philosophy [Team A, B, C or D]	Mon., Week 3 (June 23)
Stage 2--Team Activity (Philosophy of Teaching)	COURSE CONTENT > Week 2 > Team Activity: Philosophy of Teaching	Discussions > 02.2 Teaching Philosophy [Team A, B, C or D]	Sat., Week 3 (June 28)
Elements in Philosophy of Teaching Statements	COURSE CONTENT > Week 3 > Philosophy of Teaching Statements: The Elements	Discussions > 03.1 Elements in Philosophy of Teaching Statements	Wed., Week 4 (July 2)
Philosophy Statements (Team activity Follow-up)	COURSE CONTENT > Week 4 > Follow-Up: Team Activity	Discussions > 04.1 Philosophy Statements (Team activity Follow-up)	[None specified]
Discussion: Using Quotations	COURSE CONTENT > Week 4 > Using Quotations	Discussions > 04.2 Quotations	Fri, Week 5 (July 11)
Defining Portfolio Objectives	COURSE CONTENT > Week 4 > Defining Portfolio Objectives	Discussions > 04.3 Defining Portfolio Objectives	Mon., Week 5 (July 7)
Follow-up: Portfolio foundations (mid-term project) Comments	COURSE CONTENT >Week 5 > Follow-up: Portfolio foundations	Discussions > 05.1 Portfolio foundations (mid-term project) Comments	[None specified]
Components in INTASC and NBPTS Portfolios	COURSE CONTENT >Week 5 > Components in INTASC and NBPTS Portfolios	Discussions > 05.2 Components of INTASC & NBPTS Portfolios	Fri., Week 6 (Jul 18)
Sample "Standards" & "Artifacts" Screens	COURSE CONTENT >Week 6 > Sample "Standards" and "Artifacts" Screens	Discussions > 06.1 Sample "Standards" & "Artifacts" Screens	[None specified]
Evaluating the Electronic Teaching Portfolio	COURSE CONTENT > Week 7 > Evaluating the Electronic Teaching Portfolios	Discussions > 07.1 Evaluating the Electronic Teaching Portfolio	Sat., Week 7 (Jul 26)
Course Conclusion	COURSE CONTENT > Week 8 > Overview / Course Conclusion	Discussions > 8.1 Course Conclusion	[None specified]
Term Project Review	COURSE CONTENT > Week 8 > Follow-Up: Term Projects	Discussions > 8.2 Term Project Review	[None specified]

Portfolio foundations (mid-term project)	COURSE CONTENT > > Project Guidelines & Samples > Project Guidelines	ASSIGNMENTS > Portfolio foundations (mid-term project)	Tues., Week 4 (July 1)
Term Project	COURSE CONTENT > > Project Guidelines & Samples > Project Guidelines	ASSIGNMENTS > Term Project (Electronic Portfolio)	Mon., Week 7 (July 21)
Week 1 Process Journal	ASSESSMENTS > Week 1 Process Journal	ASSESSMENTS > Week 1 Process Journal	Sat., Week 1 (June 14)
Week 2 Process Journal	ASSESSMENTS > Week 2 Process Journal	ASSESSMENTS > Week 2 Process Journal	Sat., Week 2 (June 21)
Week 3 Process Journal	ASSESSMENTS > Week 3 Process Journal	ASSESSMENTS > Week 3 Process Journal	Sat., Week 3 (June 28)
Week 4 Process Journal	ASSESSMENTS > Week 4 Process Journal	ASSESSMENTS > Week 4 Process Journal	Sat., Week 4 (July 5)
Week 7-8 Process Journal	ASSESSMENTS > Week 7-8 Process Journal	ASSESSMENTS > Week 7-8 Process Journal	Thu., Week 8 (Aug 2)

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