



ETEC 561 01W Learning & Technology Course Syllabus – Fall 2012

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COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

Reiser, R. A. & Dempsey, J. V. *Trends and issues in instructional design and technology*, 2nd ed.

Course Description:

This course will focus on learning theory and various instructional technologies to support the teaching and learning process. More specifically, the learner will develop competencies for planning, implementing and evaluating appropriate instructional media, methods and materials

Student Learning Outcomes:

Learning outcomes should be observable, measurable and be done by the learner. They are what the learner will be able to do or know as a result of an activity or set of activities. A good learning outcome identifies: 1) who will perform the task, 2) what action they will take when performing the task, and 3) ends with some result/product/artifact of that task which is measurable.

The following learning outcomes will be accomplished by students this semester:

1. The learner will develop and maintain an educational technology journal/blog throughout the semester.
2. The learner will be able to describe and distinguish instructional technologies that result in learning.
3. The learner will apply knowledge of learning and educational technology and select two learning theories to compare and contrast the role the teacher, learner and technology plays within each theory.

PORTFOLIO REQUIREMENT

ETEC ePortfolio Artifact: Majors in the Educational Technology Leadership program are now required to submit an electronic portfolio prior to graduation. Each course as identified an artifact for evidence of understanding and knowledge development. (THIS DOES NOT INCLUDE LIBRARY SCIENCE MAJORS, or HIED, TDEV, AG, and so on).

For ETEC 561, the required artifact is the **blog**.

For more information on the ePortfolio and how to obtain one, please contact Dr. Mary Jo Dondlinger at MaryJo.Dondlinger@tamuc.edu

COURSE REQUIREMENTS

Instructional / Methods / Activities Assessments

This course is made up of a series of assignments and assessments to assist you in achieving the course learning outcomes all centered around a blog that you will create and maintain throughout the semester. For each instructional period/week you will work on various combinations of assignments/activities, discussions, and readings. Our instructional week will run from Monday to Sunday to allow you time to complete the assigned activities.

Educational Technology Journal/Blog: This course will center upon a blog that you will use to address reflections and conduct activities in addition to journaling about technologies that you use on a daily basis for learning purposes. Remember that learning=change of behavior/performance due to experience. You will be asked to email me your blog URL during the first week of the class and to post it to the appropriate location in our eCollege course as well.

Grading

Grades will be determined via a simple point system and grading rubric. The rubric is provided in this syllabus. Review the rubric prior to submitting an assignment.

71-80 points = A

64-70 points = B

56 -63 points = C

48-55 points = D

47 points and below = F

TECHNOLOGY REQUIREMENTS

The following information has been provided to assist you in preparing to use technology in this online course. This technology is needed to be successful in this course.

- Internet connection – high speed recommended (not dial-up) – to be able to connect conveniently and regularly. You'll interact with your peers throughout the course
- Headset or microphone – for optional synchronous Q&A sessions with the instructor.
- Word Processor (i.e. MS Word, Word Perfect, etc.) – To share files with the instructor and with your peers at various stages of the course as requested, so you should be able to save your files as .DOC or .RTF files.
- Additionally, the following hardware and software are necessary to use eCollege.
- Our campus is optimized to work in a Microsoft Windows environment. This means our courses work best if you are using a Windows operating system (XP or newer) and a recent version of Microsoft Internet Explorer (7.0 or 8.0).
- Your courses will also work with Macintosh OS X along with a recent version of Safari 2.0 or better. Along with Internet Explorer and Safari, eCollege also supports the Firefox browser on both Windows and Mac operating systems.

It is strongly recommended that you perform a "Browser Test" prior to the start of your course. To launch a browser test, login to eCollege, click on the „myCourses" tab, and then select the "Browser Test" link under Support Services.

ACCESS AND NAVIGATION

Access and Login Information

This is an online course utilizing eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to <http://leo.tamuccommerce.edu/login.aspx>.

You will need your CWID and password to login to the course. If you do not know your CWID or have forgotten your password, contact Technology Services as 903.468.6000 or helpdesk@tamuc-commerce.edu.

Course Organization

This course begins in eCollege; however the course will be conducted through a course blog in support of the focus of this course. The course is divided into eight instructional periods/weeks. Each instructional period will run from a Friday to the next Friday (with the exception of week 1). You'll have until Sunday, January 16th to complete the Week 1 activities. The Friday-Friday instructional period for all other weeks will give you 8 days to complete readings and activities for each instructional period. Grades and announcements will be provided in the eCollege course.

What Should You Do First?

Begin this course by reading the instructions and activities provided on the W1: Course Introduction unit/module on the left navigation bar in our eCollege course.

How Should You Proceed with Class Activities Each Week?

1. Access and following course instructions found in each blog posting.
2. Read assigned textbook chapters and other resources provided by the instructor.
3. Post to your blog related to the activities provided by the instructor for each week.
4. Build your blog throughout the duration of the course/term.
5. Login to our eCollege course to check announcements and view grades.

eCollege Technical Concerns: Please contact the eCollege HelpDesk, available 24 hours a day, seven days a week by sending an email directly helpdesk@online.tamuc.org. You may also reach the HelpDesk by calling (toll-free) 1-866-656-5511, or through the Online Chat by clicking on the "Live Support" tab within your eCollege course.

Other Questions/Concerns: Contact the appropriate TAMU-C department relating to your questions/concern. If you are unable to reach the appropriate department with questions regarding your course enrollment, billing, advising, or financial aid, please call 903-886-5511 between the hours of 8:00 a.m. - 5:00 p.m., Monday through Friday.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement

I will respond to your emails and questions asked in the virtual office within 24 hours.

IMPORTANT: All forms of communication (i.e. virtual office, email, so forth) are to be in proper written English to ensure that all readers are able to understand the intent of the communication.

Virtual Office

An eCollege *virtual office* discussion forum is open for you to post questions related to the course. You should post your questions there prior to contacting the instructor. Include a subject line which clues the reader in to the nature of your question so that if they have a similar

question the subject line prompts the reader that someone else already asked a similar question. I will check the virtual office within 24 hours. If your question is of a personal nature, you should email the instructor directly. If your question is not personal in nature and you email me, I will tell you to check the virtual office, so please do not be offended. For questions of a personal nature, you may email me at Julie_McElhany@tamuc.edu.

Announcements

Announcements will be posted in the course as needed to keep students informed of changes in schedule or to provide points of clarification for the course. Check the announcements regularly.

Student Contact

All **email** correspondence for this course will be sent to student myLeo email accounts.

eCollege Student Technical Support

Texas A&M University-Commerce provides students technical support in the use of eCollege. The student helpdesk may be reached by the following means 24 hours a day, seven days a week.

- **Chat Support:** Click on „*Technical Support*’ on the tool bar within your course to chat with an eCollege Representative.
- **Phone:** 1-866.656.5511 (Toll Free) to speak with an eCollege Technical Support Representative.
- **Email:** helpdesk@online.tamuc.org to initiate a support request with an eCollege Technical Support Representative.
- **Help:** Click on the *Help* button on the toolvar for information regarding working with eCollege (i.e. How to submit to dropbox, How to post discussions, etc.)

COURSE AND UNIVERSITY PROCEDURES/POLICIES
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Course Specific Procedures:

Attendance: This is an online class, therefore you will need to arrange your schedule to complete coursework by the assigned due dates. You will be required to interact with your peers for some activities this semester. The quality of your contributions and participation in course activities will be considered attendance. It is strongly encouraged that you login to the course daily and check your email for messages to ensure that you do not get behind.

Participation & Communication: I expect you to be an active and thoughtful participant within the course blog. You are to expect the same of me. This includes completing the readings related to course topics.

Late Work: Late work is NOT accepted. You will have plenty of notification and time to complete course assignments. If you know you are going to be out of town and unable to access a computer, plan ahead. In that this course is fully online, you are able to engage in the course wherever you are. See the course semester outline at the end of this syllabus. If you post late, 2 points/day will be deducted.

Scholarly Expectations: All work submitted for credit must be original works created by the scholar uniquely for this course. It is considered inappropriate and unethical, particularly at the graduate level, to make duplicate submissions of a single work for credit in multiple classes, unless specifically requested by the instructor. Work submitted at the graduate level is expected to demonstrate critical and creative thinking skills and

be of significantly higher quality than work produced at the undergraduate level. To achieve this expectation, all students are responsible for giving and getting peer feedback of their work prior to submitting it for a grade. Students are also expected to resolve technical issues, be active problem solvers, and embrace challenges as positive learning opportunities.

Assignment Policy: Assignment due dates are noted in the course outline posted in the syllabus. All assignments are to be submitted by the due date assigned to receive full credit. Assignments requested to be submitted as electronic files should be in .DOC or .RTF format.

Drop a Course

If it becomes necessary for you to drop this course, you may do so by logging into your myLeo account and clicking on the hyperlink labeled “drop a class” from among the choices found under the myLeo section of the web page.

University Specific Procedures:

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamu-commerce.edu

[Student Disability Resources & Services](#)

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).

COURSE OUTLINE / CALENDAR

The course outline/calendar is posted in eCollege.