Instructor: Delores Rice, Ph.D. - Assistant Professor
Office Location: Virtual
Office Hours: Virtual Daily
Office Phone: 512.900.1913 Office
Office Fax: 903-886-5507
University Email Address: Delores.Rice@tamuc.edu

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings:

No Textbook is Required. We will extensively utilize available digital resources.

Course Description:

TDEV 497 Multimedia Implementation and Design (3 semester hours) examines strategies for utilizing multimedia tools in education. Emphasis is placed on inspiring student learning with technology and engaging learners with digital tools. Specifically, this course reflects trends and developments merging the fields of education and technology. Strategies, methods, and issues concerning multimedia design are also examined.

Student Learning Outcomes:

TDEV 497 Multimedia Implementation and Design is intended to address the following COURSE learning outcomes.

The engaged learner will:

- Examine personal attitudes and goals regarding key issues in the field of educational technology;
- Explore ways technology can transform teaching and learning;
- Utilize multimedia tools to develop and evaluate learning experiences;
- Utilize multimedia as a transformation tool;
- Research and evaluate multimedia tools;
- Teach with multimedia materials;
- Utilize educational software and web-based tools to promote problem solving and inquiry;
- Employ communication technologies to enhance learning through interactive information exchanges and networking; AND
Examine presentation tools and multimedia technologies.

**COURSE REQUIREMENTS**

**Instructional / Methods / Activities Assessments**

**Lesson module exams** - A grade up to 100 can be earned on the lesson module exams. I want you to take responsibility for your learning. Work with and through your study group to master the material.

**Discussion participation** - A grade will be assigned for participation in the discussion group for each module. Full credit will be given according to the following:
- Quality of writing – responses are free of grammar, spelling or punctuation errors
- Frequency/Timeliness – participates throughout the week on several different days
- Initial Posting – response fully addresses all aspects of the question/prompt
- Follow-Up Postings – posts reflect upon comments from others and integrate different views to take the discussion deeper
- Organization – thoughts are presented in a clear and logical manner, with details connected

Responses are not merely a restatement of information or ideas already presented. You are expected to present new ideas for consideration, pose questions to explore a topic deeper, and/or add to perspectives presented. For each module, you are expected to post an initial response in each discussion thread/activity by Wednesday at 11:59pm and respond to at least one additional post in each discussion thread/activity by Friday at 11:59pm.

**Reflection** - Each module will require that you post thoughts to the journal. The same participation grading methodology will be utilized for reflection activities as that utilized for discussion participation.

**Group Assignments** - Each student will work in a study group. Each group will have a project for each module. The group should establish rules of operation and hold every member accountable. Please indicate on the first of the project the names of those who participated, as well as, the module for which the project is intended. Group assignments will be awarded a grade ranging from 10 downward.

Establish rules for the operation for your group. Hold every member accountable. Do not cover for anyone who does not participate! Each group is free to go through the stages of storming, forming, and norming. I suggest getting to the norming stage as quickly as possible. DO NOT LET A NON-PARTICIPANT HOLD BACK THE PROGRESS OF YOUR GROUP. Set due dates and require all members of the group to comply.

I know that working in groups is frustrating; however, the modern workplace is about group work. Teaming is a critical skill for success in today’s world.

**Grading**

The following final grading scale will be utilized to determine the final grade based on the weighted average of your course work:

- A = 90 to 100
- B = 80 to 89
- C = 70 to 79
- D = 60 to 69
- F = under 60
Module assignments must be submitted within established open and closing dates. Late work will not be accepted. Modules will not be reopened to permit completion of late work. Assignments not submitted within due dates will receive a grade of zero.

**TECHNOLOGY REQUIREMENTS**

This is an online course and some obvious technological resources will be required.

Access to a computer with

- Internet access (high-speed preferred)
- Speakers so you can hear me and others during our class live sessions and other audio enhanced assignments throughout the semester.
- Word processing software (Microsoft Word preferred)

As a student enrolled at Texas A&M University-Commerce, you have access to an email account via myLeo - all my emails sent from eCollege (and all other university emails) will go to this account, so please be sure to check it regularly. Conversely, you are to email me via the eCollege email system or your myLeo email as our spam filters will catch yahoo, hotmail, etc. and I will not check for your email in spam.

**TDEV 497 will consist of seven online modules.** These modules will be available on the indicated dates. The modules will **NOT** be accessible BEFORE or AFTER the indicated dates. Each module will include lecture material and voice over PowerPoint discussions. You will need internet access capable of accessing and viewing the indicated discussions. I am prone to send you out to YouTube presentations as well.

**Students must be able to access YouTube.**

**ACCESS AND NAVIGATION**

**eCollege Technical Concerns:** Please contact the eCollege HelpDesk, available 24 hours a day, seven days a week, by sending an email directly to 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.

**Course Concerns:** If you have questions pertaining to the content of this course (e.g., questions about an exam, about course due dates, etc.), please contact your instructor via email, through the "Virtual Office," or during office hours.

**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:**

**Participation & Communication:** I expect each of you to be active and thoughtful participants within the learning environment (eCollege) and your learning community. You are to expect the same of me. This includes completing the extensive readings related to course topics, team and/or individual research proposal topics and participation in proposal revision activities (submission of individual draft sections and evaluation of draft sections from other class members).
1. Email is the best way to reach me as I check it daily. A reply will be sent within 12 hours depending upon the time your message was received. Please do not send me panicked last minute emails with the word HELP!!!!!!! in the subject line. HOWEVER,... in order to avoid duplication of questions and answers I prefer that you post all class related questions in the Q&A forum provided each week. It is likely that your peers will have the same question. Emails of a personal nature should be sent to my email address via eCollege.

2. Or if you want to talk via phone, you may contact me via google voice at 512-900-1913. Please do not contact me before 9 am or after 9 pm.

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**COURSE AND UNIVERSITY PROCEDURES/POLICIES**

The following items are standard expectations to be posted for all courses.

**A. Class Participation:**

Systematic and timely on-line participation is expected. University policy notes that excused absences include (i) participation in an authorized university activity, (ii) illness verified by a physician, (iii) death in the immediate family, and (iv) verifiable, official court appearance. Keep in mind that this course has been developed to allow maximum flexibility in regard to your online access. You are not required to logon at specific times on specific dates. You will work with other members of the class on specific tasks; however, the timeframe for this activity is determined by the group.

**B. Assignments Submitted by Deadlines:**

Assignments are due as stated. Class participants are strongly recommended to participate in their assigned groups. Numbers generate strength. Teaming is an essential soft-skill in every academic environment. Individual team members will be evaluated; however, teams often rise or fall together. Every team should select a lead member. Problems regarding team participation should be discussed with the course instructor. Under no circumstances should team members be allowed a free-ride at the expense of other members.

**C. Courtesy and Respect:**

**Student Conduct:** All students shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment (See Student's Guide, Policies and Procedures, Conduct). This course will require your best effort. Course demeanor is that which is expected at the university level. Students must complete their team assignments in a timely manner. Historically those who have not done due diligence to course assignments tend to redirect course expectations. Any such variation from class protocol is unacceptable at this level and will result in immediate removal from the course. PLEASE KEEP IN MIND THAT THE COURSE E-MAIL IS NOT A FORUM FOR COMPLAINT OR PERSONAL ATTACKS! Several have been embarrassed when discovering that these e-mails come to the instructor.

**D. Academic Honesty:**

Academic work submitted by you (such as papers, assignments, reports, tests) shall be your work or that of the team and referenced in part or in whole to the correct source. Submission of commercially prepared materials is unacceptable. Moreover, participants shall encourage honesty in others by refraining from providing materials or information with knowledge that these materials or information will be used improperly. Violation of these academic standards may result in removal or failure. Please see the TAMU-C Graduate Catalog and the Publication Manual of the American Psychological Association. Students are expected to use conventions noted in the APA Publication Manual, 5th edition, for citing sources.
Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty, which includes, but is not limited to plagiarism (the appropriation or stealing of ideas or words of another and passing them off as one’s own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments) and abuse (destruction, defacing, or removal) of resource material. (Texas A&M University Commerce, UnderGraduate Catalog).

E. Dropping the Class:
If you need to adjust your schedule by dropping this course, please follow university procedures to officially drop the class. If you fail to officially drop the class, a failing grade shall be assigned at the end of the course. Incompletes: Per university policy is granted only for circumstances beyond student’s control which prevented the student from attending classes during Finals Week or the preceding three weeks (Policy A 12.07, 1998). The extension cannot exceed one semester. Failure to fulfill plan requirements within the specified time will result in an F.

F. Course Communication
Course communication will occur through your MyLeo Account. You will need to regularly and systematically review your e-mail on a timely basis.

G. Students with Disabilities:
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

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**COURSE OUTLINE / CALENDAR**

TDEV 497 will consist of seven online modules. These modules will be available on the indicated dates. The modules will NOT be accessible BEFORE or AFTER the indicated dates.

Each module will include lecture material, presentations, and/or discussions. You will need internet access capable of accessing and viewing the indicated discussions.

Once a module is opened, the module will remain open then close as indicated. This is done to help the entire class stay on track. While I realize that some may work ahead, the purpose is to bring the entire class along.

<table>
<thead>
<tr>
<th>Module</th>
<th>Date Open</th>
<th>Date Close</th>
<th>Topic/Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>August 27, 2012</td>
<td>September 2, 2012</td>
<td>Introduction and Overview</td>
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Fall 2012 TDEV 497 Multimedia Implementation and Design
<table>
<thead>
<tr>
<th></th>
<th>September 3, 2012</th>
<th>September 9, 2012</th>
<th>Instructional Design</th>
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<tbody>
<tr>
<td>3</td>
<td>September 10, 2012</td>
<td>September 16, 2012</td>
<td>Introduction to Multimedia Tools</td>
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<tr>
<td>4</td>
<td>September 17, 2012</td>
<td>September 23, 2012</td>
<td>Multimedia Tools</td>
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<tr>
<td>5</td>
<td>September 24, 2012</td>
<td>September 30, 2012</td>
<td>Design and Development</td>
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<tr>
<td>6</td>
<td>October 1, 2012</td>
<td>October 7, 2012</td>
<td>Design and Development</td>
</tr>
<tr>
<td>7</td>
<td>October 8, 2012</td>
<td>October 12, 2012</td>
<td>Issues and Challenges</td>
</tr>
</tbody>
</table>

**Modules open at 12:01am on the scheduled date and close at 11:59pm on the scheduled date.**

**Note:** Keep in mind that the above schedule is subject to change at the discretion of the instructor.

Every member of the class is admonished to keep up with the materials. Do not miss the deadlines. Every learner is individually responsible for staying on track.