

Course Syllabus

**Instructional Design and Technology 573
Online Professional Development
Use of Technologies in the K-12 Classroom**

STAR-Online

**IDT 573 Online Professional Development: Use of Technologies in the K-12
Classroom Instructional Design and Technology Western Illinois University**
<http://www.star-online.org>

Star Number 55962

**SPRING 2011 - 2 graduate semester hours per semester
(repeatable up to 8 hours)**

Instructor of Record: Debbie Danner

Contact Info: STAR-Online, STAR-Online@wiu.edu, 113 Horrabin Hall, Macomb, IL
61455; (309) 298-2444 x 296; fax (309) 298-2012

Start Date: Begin on or after January 18, 2011 (or upon submission of completed registration form). Contact STAR-Online for permission to begin prior to January 18, 2011. The last day to register for the class is (with permission) is March 27, 2011.

End Date: All coursework must be completed and submitted by May 6, 2011.

Drop Date: The last drop date for Spring classes is April 21, 2011. Contact the Registrar for details.

Cost: For tuition costs refer to:

http://www.wiu.edu/BusinessServices/tuition/plan1_grad_non.shtml Unless you are taking other classes at WIU, scroll down to Non-Guaranteed Graduate Student Rate - Fall 2010 thru Summer 2011. There will also be a one-time transcript fee of \$15.00 (as of Fall 2010) upon proof of a bachelor's degree. All students taking graduate classes will be charged a one-time non-refundable \$30.00 application fee. Please note these costs are subject to change. Contact the office of Registrar at 309-298-1891 with questions about tuition and fee costs. **Please DO NOT submit your payment with registration. The university will bill you separately.**

Course Description: Studies leading to applications of Instructional Design and Technology, which emphasize competency development in a specialized area, such as: distance learning, curriculum integration, presentations systems, and multimedia techniques. Course includes the completion of a project. Does not apply to degree plan.
Prerequisite: Graduate standing.

WIU Mission Statement: The mission of Western Illinois University is to provide the premier undergraduate and graduate education among all public universities in Illinois and, in selected disciplines, beyond Illinois' borders.

Requirements: To participate in this class, registrants **must** have basic computer skills, have access to the Internet, have a Bachelor's degree, be accepted as a graduate student at WIU, and be a registered user of STAR-Online. Please contact a STAR-Online Representative for information about a subscription.

Graduate Admission: To be accepted as a graduate student, go to <http://www.wiu.edu/grad/> to apply online, or contact the School of Graduate Studies at 1 University Circle, Memorial Hall 237, Macomb, IL 61455-1390. E-mail: Grad-Office@wiu.edu Phone: 309-298-1806

Getting Started: In this asynchronous course, students will gain technology skills that can be applied to their classroom. All of the instruction will be delivered via online courses through STAR-Online on the Internet. Online support will be available through email as well as through the course instructor. For more information go to: <http://www.star-online.org>

Once you have registered for STAR-Online you can access over 20 online staff development courses, teacher resources, and the communication tool, with more added all the time.

You can choose from the online courses available below:

- All About Blogs featuring Blogger and WordPress
- All About Wikis featuring PBwiki and Wikipedia
- Becoming Familiar with the Internet
- Create and Animate with Clay Animation featuring Frames
- Digital Portfolios
- Ethics and Technology in Education
- Interactive Whiteboard
- Internet Games and Resources
- Microsoft® Word 2003 for Windows
- Microsoft® Word 2007 for Windows
- Microsoft® Excel 2003 for Windows
- Microsoft® Excel 2007 for Windows
- Microsoft® PowerPoint 2003 for Windows
- Microsoft® PowerPoint 2007 for Windows
- Microsoft® Access 2003 and 2007
- Microsoft® Access 2007
- Moodle Basics
- Online Photo Sharing featuring Flickr and Picasa
- Online Video Sharing featuring TeacherTube and YouTube
- Podcasting in the Classroom featuring Audacity or GarageBand
- Searching the Internet for Information
- Strategies for Literacy
- Technology for Problem Solving
- Technology in Special Education

- Virtual Field Trips
- Web Page Development

NOTE: New and revised courses are posted weekly. You will receive email notices announcing any new courses.

What is in a Course?

Students will be required to complete FOUR online courses. Each course will contain the same components explained below. To receive full credit for each course, the following sections must be completed, submitted electronically, and approved by the STAR-Online Resource Specialists.

- **Course Lessons:** There are two types of courses within STAR-Online: Straightforward and Prescriptive courses.

A straightforward course allows you to progress through the lessons one at a time without a pre- or post-test. You must receive a score of at least 80% on the quiz at the end of the course to pass the course.

The second type of course is prescriptive. The primary difference in this course and the straightforward course is that a prescriptive course contains a pretest that assesses your knowledge, and then assigns only those lessons that need review.

- **Course Activities:** Course activities will vary on the course selected, which may include quizzes, short answers, creation of a product, or review of terms. Each student is required to complete ALL of the activities in each of the THREE courses they will be completing to fulfill course requirements.
- **Application of Skills:** The Application of Skills asks that you apply what you learned in the lessons to create a new product (or artifact) based on the listed set of criteria and submit it for evaluation by our staff.
Note: Not all courses will require an Application of Skills.
- **Integration Lesson Plan:** Integration promotes the use of the content learned in each course, ranging from teacher demonstration to student driven creativity and productivity. To receive full credit, the Integration Lesson Plan must be completed and submitted electronically for review. The lesson plan template is provided.

Once your Application of Skills product and Integration Lesson Plan are complete and contains the listed requirements, you will submit the product (or artifact) for review through the STAR-Online web site or by emailing it as an attachment to Debbie Danner at de-danner@wiu.edu.

Please use your school or personal email account; do not email it within the STAR-Online system.

Course Assignments

- 1) Create a staff development plan (20 pts)

- 2) Complete 3 online staff development courses (120 pts)
- 3) Complete the Internet Safety course (40 pts)
- 4) Write a reflection paper (20 pts)

Assignment description and assessment criteria follow.

Assignment Descriptions

1. Complete a staff development plan (20 total points)

Students will choose 3 courses to complete for this course. Write up a staff development plan that includes the following:

Required Components:

- Your name and address
- A summary of teaching assignment (content/grade), location of school, and length of teaching (minimum 50 words)
- A summary of why you teach, as well as how you see technology fitting into your classroom (minimum 100 words)
- A summary of why you are taking this course (minimum 50 words)
- List the three courses you will be completing and explain why you chose those courses (minimum 50 words)

* When submitting the assignment by email, please include ITT573staffplan (your last name) [ex: ITT573staffplanName] in the subject line. *Submit the staff development plan* via email to the instructor at de-danner@wiu.edu.

Assessment Criteria	Maximum Points
Staff Development plan includes all required components	15 pts
Staff Development plan is clear and free of spelling/grammatical errors	5 pts

2. Complete 3 Online Courses (40pts each/120 total points)

Students are required to complete three online technology courses. The courses you will complete are indicated in your staff development plan (assignment #1).

Assessment Criteria	Maximum Points
Complete and submit all <i>Lessons/Activities/Application of Skills (when applicable)</i> in each course	20 pts ea/60 pts total
Submit <i>Integration Lesson Plan</i> in each course	20 pts ea/60 pts total

*To receive full credit, each of the above-mentioned sections must be completed for all **THREE** courses selected.*

You will be able to track your progress of pre-tests, post-tests and quizzes within each course. All scores and lesson completions will be listed in the status area of the course menu.

Note: At this time, the Integration Lesson Plan is not listed in this report. You will be contacted through email as to the status of this submission.

3. Internet Safety Course: (40 total points)

On January 1, 2009 the state of Illinois enacted Public Act 095-0869 that amended School Code Section 27-13.3 - Internet safety education curriculum.

Specifically, here's the key phrase:

“Beginning with the 2009-2010 school year, a district must incorporate into the school curriculum a component on Internet safety...”

Internet Safety is an area that all educators need to understand and have the ability to share with their students. You need to start thinking about it as early as kindergarten and don't stop talking about until they have graduated from high school (at that point you hope that they will continue to be educated at their workplace, school of choice or the military).

This course will cover...

- Internet Privacy, Protection, And Security
- COPPA And Privacy Protection
- CIPA And Internet Safety Guidelines
- Internet Protection Measures

- Potential Internet Risks
- Cyberbullying
- Internet Hoaxes
- Safety With Chat Rooms, Blogs, And Other Social Networks

Assessment Criteria	Maximum Points
Complete and submit all <i>Lessons/Application of Skills (when applicable)</i> in each course	20 pts ea
Submit <i>Integration</i> activities in each course	20 pts ea

- Protect Computer Data

Students are required to complete the Internet and Computer Safety, Privacy and Protection course. You will also be required to complete the Application of Skills and the Integration sections of this course.

To receive full credit, each of the above-mentioned sections must be completed for this course. You will be able to track your progress of pre-tests, post-tests and quizzes within each course. All scores and lesson completions will be listed in the status area of the course menu.

Note: At this time, the Integration Lesson Plan is not listed in this report. You will be contacted through email as to the status of this submission.

If you are repeating this course, the Course Choices for this requirement are listed below:

- English Language Learner Series (All 5 modules)
- Integration Library (Completing ALL lessons in ONE of the following Libraries)
 - Microsoft Office Library
 - Technology Basics Library
 - Technology in the Classroom Library

4. Reflection Paper: (20 total points)

To assess the impact of STAR-Online, answer the following questions in a reflection paper:

- 1) How has STAR-Online enhanced the learning outcomes for you as a teacher?
- 2) What did you do with the knowledge and skills gained after using STAR-Online?
- 3) How did each course impact the classroom?
- 4) What elements of STAR-Online did you use most often? Why?
- 5) What problems did you have with STAR-Online?

Assessment Criteria	Maximum Points
2-3 page paper which addresses the questions clearly, free of spelling errors	20 pts.

* When submitting the assignment by email, please include ITT573reflect (your last name) [ex: ITT573reflectName] in the subject line. Submit the staff development plan via email to the class email at star-online@wiu.edu

Grading Course Assignments

- Create a staff development plan (20 pts)
- Complete 3 online staff development courses (120 pts)
- Complete the Internet Safety course (40 pts)
- Write a reflection paper (20 pts)

TOTAL POINTS 200 pts

Grade Key

180-200 A (90%-100%)
160-179 B (80%-90%)
140-159 C (70%-80%)
120-139 D (60%-70%)
118-below F (59%-below)

* Incompletes are not available through this course.

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Scoring Rubrics

1. Staff Development Plan (20 total points)

Students are required to submit a staff development plan electronically, which includes the elements listed below.

Assignment Criteria	Points Possible	Points Earned
<i>Staff Development plan requires the following components</i> *Name and address	2 pts	
*Subject taught, school location, length of time in teaching field (50 word minimum)	3 pts	
*Why you teach and how you see using technology in your classroom (100 word minimum)	3 pts	
*A summary of why you are taking this course (50 word minimum)	3 pts	
*A list of the three courses you will be completing and why you chose those courses (50 word minimum)	4 pts	
Staff Development plan is written clearly and free of spelling/grammatical errors	5 pts	
TOTAL POINTS	20 pts	

Scoring Rubric

2. Online courses (120 total points - 40 pts for each course)

Students are required to complete 3 online technology courses; the courses completed are indicated in their staff development plan (assignment #1).

Assignment Criteria	Points Possible	Points Earned
COURSE 1		
Complete and submit all <i>Lessons/Application of Skills (when applicable)</i> within the course	20 pts	
Submit <i>Integration Lesson Plan</i>	20 pts	
Total	40 pts	

Assignment Criteria	Points Possible	Points Earned
COURSE 2		
Complete and submit all <i>Lessons/Application of Skills (when applicable)</i> within the course	20 pts	
Submit <i>Integration Lesson Plan</i>	20 pts	
Total	40 pts	

Assignment Criteria	Points Possible	Points Earned
COURSE 3		
Complete and submit all <i>Lessons/Application of Skills (when applicable)</i> within the course	20 pts	
Submit <i>Integration Lesson Plan</i>	20 pts	
Total	40 pts	

TOTAL POINTS	120 pts	
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Scoring Rubric

3. Internet Safety or Course Substitute (See list on page 6 of Syllabus) (40 total pts)

Students are required to complete Internet Safety course or course substitute if repeating the class.

Assessment Criteria	Maximum Points	Points Earned
Complete and submit all <i>Lessons/Application of Skills (when applicable)</i> in each course	20 pts ea	
Submit <i>Integration</i> activities in each course	20 pts ea	
TOTAL POINTS	40 pts	

Scoring Rubric

4. Reflection Paper (20 total points)

To assess the impact of STAR-Online, answer the following questions in a reflection paper. Submit a 3-4 page paper which addresses the questions clearly, free of spelling errors.

Assignment Criteria	Points Possible	Points Earned
1) How has STAR-Online enhanced the learning outcomes for you as a teacher?	4 pts	
2) What did you do with the knowledge and skills gained after using STAR-Online?	4 pts	
3) How did each course impact the classroom?	4 pts	
4) What elements of STAR-Online did you use most often? Why?	4 pts	
5) What problems did you have with STAR-Online?	4 pts	
TOTAL POINTS	20 pts	

Scoring Rubric Course Grade Sheet

Assignment	Points Possible	Points Earned
· Complete staff development plan	20 pts	
· Complete online staff development courses	120 pts	
· Complete Internet Safety Course	40 pts	
· Reflection Paper	20 pts	
Total Points	200 pts	

POINTS GRADE

180-200 A (90%-100%)

160-179 B (80%-90%)

140-159 C (70%-80%)

120-139 D (60%-70%)

118-below F (59%-below)

NOTE: Incompletes are not available through this course.