Course Syllabus

Division: Administrative and Organizational Studies (AOS)

Program Area: Instructional Technology

Course #: IT8140

Course Title: Seminar in Advanced Technology Integration

**Section #: 200

**Term/Year: Winter 2013

**Course Location: Web (Bb): http://blackboard.wayne.edu

**Day: N/A **Time: N/A

Instructor: Ke Zhang, Ph.D., Associate Professor

**Office Address: 385 Education

**Office Hours: Wednesday 10am-4pm & by appointment
Virtual office: Wimba Live Classrooms (by appointment only)

**Office Phone #: 313-577-1679 (email from Bb site to make an appointment)

**e-mail: bb2145@wayne.edu **Website: http://blackboard.wayne.edu

Prerequisite: 12 credits in instructional technology coursework or consent of instructor.

Course Description
This seminar course is designed as a capstone for the K-12 Technology Integration emphasis. It focuses on technology integration research, planning, implementation, and evaluation at various levels (e.g., individual instructor, course, program and organizational levels, etc.). Through a variety of learning activities, learners in this seminar course will explore various aspects of technology integration. Topics and questions will be explored include, but are not limited to the following:
• How can technology help improve teaching and promote learning?
• What contributes to successful technology integration at the different levels (e.g., individual course, program, school, district, etc.)?
• What organizational/environmental/contextual factors influence successful/effective technology integration? How?
• What are the barriers to technology use by teachers in the classroom? How to overcome these barriers?
• What technological skills do K-12 students need to be prepared for their future?
• What skills do K-12 teachers need for effective technology integration in the classroom?
• What does successful technology integration look like?
• What strategies can teachers use for successful technology integration?
• What is needed to promote organizational change or diffusion and adoption of technology initiatives in school settings?
• How to plan, implement and facilitate systemic changes at school/district/region/state levels?

Course Outcomes
Upon successful completion of this course, learners will be able to:
• Critically review and evaluate Technology Plans from school, districts and states
• Review current research on learning portfolios, technology use, and technology plans and apply knowledge and skills to create their own professional projects
• Identify key factors contributing to successful technology integrations
• Identify and develop leadership roles for technology integration
• Design and implement learning activities in virtual school settings
• Create and present an e-portfolio showcasing their competencies and skills in the ISTE and State of Michigan Standards
• Review advanced technology-based products and provide a rationale for using the product to support benchmarks and standards.
• Incorporate National and Michigan’s Technology standards in lesson designs, professional development plans, and technology integration plans
• Create a technology integration plan for a building, school, or district
• Create a professional development plan targeting educational technology competencies for in-service teachers and administrators

Required Text(s):
None.

Additional References:
A variety of learning materials are available on the course Blackboard site.

Course Assignments:
The following assignments are required in this course:
• Professional e-portfolio (50 points, various deadlines)
• Technology integration plan or Professional development plan (100 points, various deadlines)
• Learning Progress Reflections (20 points each, 40 points in total)
• Online teaching and learning summary (20 points)
• Unit learning activities: (50 points in total)
• Participation (40 points)

Note: all assignments are due on or before 11:55PM EST of the due day, unless otherwise instructed. Detailed assignment instructions are available in separate files.
Assignment Notes

1. **Late assignments** require instructor authorization in advance. Authorization must be requested well in advance, prior to the posted due date, and will only be granted if the inability to meet the due date is directly related to an emergency situation. In most cases, if not all, a draft of your work will be required as one of the conditions of the late submission authorization.

2. You are required to make frequent and multiple backups of your work to avoid any total loss of your work in case of computer failures or other technical problems. “My computer crashed” or “virus ruined all my work” or the like will NOT be accepted as a reasonable excuse for any last-minute requests for extensions or for late submission authorization, unless you provide drafts of earlier versions of your work.

3. Up to 30% **grade penalty** may apply to authorized late submissions. **Unauthorized late submissions will NOT be accepted and will receive 0 point.**

4. You are encouraged to align your course work with your work situation. Consider using real work situations and applications that are relevant for you as the basis for all activities and assignments. This will make the coursework more meaningful, useful and practical and promote transfer of the skills taught in the course to the workplace. **All work must be original!**

5. The assignment information provided below is intended to provide an overview of the graded assignments. Detailed instructions on how to complete and submit each assignment will be provided in the **UNIT AGENDAS** and **COURSE STUDY GUIDE** posted on the course web site.

6. **Incompletes:** Grades of “I” (Incomplete) are only given if the instructor believes there is a reasonable probability that the student can successfully complete the course **independently** without any further instruction. The responsibility for completing all remaining course work rests entirely on the student. Incompletes are reserved for special circumstances. They will not be given to students who have simply not finished all of their course work. In those cases, missing assignments will be scored as 0 and included in the final grade calculation.

**Note:** Assignment details, grading criteria and submission methods, etc. are all available in the course Blackboard site in the “Assignment” folder.

Course Policy

- This course is delivered completely online via Wayne State University Blackboard (Bb) System. Documents outlining course policies such as Academic Integrity, Plagiarism, Computer Usage, Disabilities, Incompletes and Computer Mediated Communication are posted on the **course information** page of that site. You are required to access, read and acknowledge understanding of these documents.

- This class is design as a **seminar** for advanced Master’s, specialist, and doctoral students in K-12 technology integration emphasis. This is a graduate level course for adult students, and as such is designed to assist and support you in the pursuit of your own knowledge construction. The main focus of the instructor in a course like this is not to disseminate information, but rather to provide opportunities to gain and improve skills and competencies, to guide and facilitate your own exploration and personal creation of knowledge.

- This course will include a variety of learning activities. You are required to read assigned reading materials, websites and resources and be prepared to participate in the collaborative knowledge building process and become an active member of the learning community. Typical learning activities include, but are not limited to the following:
reading, review, discussion, educational gaming, leading and facilitating discussions on
assigned reading materials, self reflections, presentations, etc..

• All written work must be original and demonstrate appropriate communication skills (e.g.
  appropriateness, correct spelling, punctuation, grammar, organizational skills, etc.)
• All papers must be computer generated using the software packages specified in the
  assignment instructions.
• All papers must be computer generated using the software packages specified in the
  assignment instructions, and must meet scholarly standards as stated in the Publication
• All course related email communications must include “IT8140” or the like in the subject
  line to ensure prioritized processing on the instructor’s end.
• Email communications: You are required to check your wayne.edu email account
daily for course related communications from the instructor and/or fellow students in this
  course. Or, if you choose not to use the wayne.edu email account and use another one
  instead (e.g., gmail.com, yahoo.com, hotmail.com, etc.), you are required to have your
  wayne.edu email forwarded to the email account that you check
  regularly, because all course related emails will be addressed to your Wayne email only.
• You are encouraged to align your course work with your work situation, research interests
  and/or long term career goals. This application makes the course work relevant, useful and
  practical and it also promotes transfer of the knowledge and skills developed in this class
  back to the workplace. You must note; however, that all work must be original! When in
  doubt, consult the instructor for approval of your proposed ideas and plans for
  appropriateness.
• Participation: Participation is critical in the knowledge construction process, and thus
  your active participation is always encouraged. The collaborative or cooperative learning
  activities are designed to help you develop the various skills required in technology
  integration practice; so that you are able to successfully implement technology integration
  projects at the organizational, regional and state levels. Each activity contributes to the
  growth and development of the learning community, and has points associated, so you are
  strongly encouraged to participate actively and earn those points.
• Disclaimer: Please note that the specifics of this Course Syllabus can be changed to
dynamically address student needs, and you will be responsible for abiding by any such
changes. Changes will be posted to the announcements area on the course Bb and/or
email to the class list.

Plagiarism:

Plagiarism includes copying material (any more than 5 consecutive words) from outside
texts or presenting outside information as if it were your own by not crediting authors through
 citations. It can be deliberate or unintended. If you’re in doubt about the use of a source, cite it.
Students caught plagiarizing information from other sources will receive a failing grade in the
course. University policy states that students can be subject to multiple sanctions, from reprimand
to expulsion as a consequence of academic dishonesty. To enforce this policy, all outside
references must be submitted with assignments.

Class Schedule
Detailed agenda for each unit is available on the course Blackboard.

Grading System
Assignment details, grading criteria and submission methods, etc. are all available in the course Blackboard site in the “Assignment” folder.

Final letter grade will be generated as follows:
A: 280-300
B: 240-279
C: 210-239
F: 209 and below

Student Disability Services:
If you have a documented disability that requires accommodations, you will need to register with Student Disability Services (SDS) for coordination of your academic accommodations. The Student Disability Services (SDS) office is located at 1600 David Adamany Undergraduate Library in the Student Academic Success Services department. SDS telephone number is 313-577-1851 or 313-577-3365 (TDD only). Once you have your accommodations in place, I will be glad to meet with you privately during my office hours to discuss your special needs. Student Disability Services’ mission is to assist the university in creating an accessible community where students with disabilities have an equal opportunity to fully participate in their educational experience at Wayne State University. Please be aware that a delay in getting SDS accommodation letters for the current semester may hinder the availability or facilitation of those accommodations in a timely manner. Therefore, it is in your best interest to get your accommodation letters as early in the semester as possible.

SDS News:
Effective Fall semester 2010 Student Disability Services will be implementing a revised alternative testing form when a student schedules classroom exams/quizzes administration at SDS. As before the student and instructor each have a portion to complete. Exams are to be mailed to a new password protected email address: sdsexams2010@wayne.edu

Enrollment/ Withdrawal Policy
Beginning in Fall 2011, students must add classes no later than the end of the first week of classes. This includes online classes. Students may continue to drop classes (with full tuition cancellation) through the first two weeks of the term.

Students who withdraw from a course after the end of the 4th week of class will receive a grade of WP, WF, or WN.
- WP will be awarded if the student is passing the course (based on work due to date) at the time the withdrawal is requested
- WF will be awarded if the student is failing the course (based on work due to date) at the time the withdrawal is requested
- WN will be awarded if no materials have been submitted, and so there is no basis for a grade

Students must submit their withdrawal request on-line through Pipeline. The faculty member must approve the withdrawal request before it becomes final, and students should continue to attend class until they receive notification via email that the withdrawal has been approved. Beginning in Fall 2011, the last day to withdraw will be at the end of the 10th full week of classes. The withdrawal date for courses longer or shorter than the full 15-week terms will be adjusted proportionately.
NOTE: As per Wayne State University academic calendar, the last day to withdraw in Winter 2013 is March 23, 2013.

Wayne State University academic calendar: [http://reg.wayne.edu/students/calendar12-13.php](http://reg.wayne.edu/students/calendar12-13.php)

**Religious Observance Policy:**
Because of the extraordinary variety of religious affiliations represented in the University student body and staff, the Wayne State University calendar makes no provision for religious holidays. It is University policy, however, to respect the faith and religious obligations of the individual. Students who find that their classes or examinations involve conflicts with their religious observances are expected to notify their instructors well in advance so that alternative arrangements