Instructor: Dr. Carol Bell
Office: NSF 1113
Office Phone: (906) 227-1603
Email: cbell@nmu.edu
Office Hours: T 4:00-5:00, R 11:00 – 1:00, or by appointment

*** "Walk-in’s” are welcome as long as I do not have a prior commitment. E-mail is essential for contacting me to ask questions or set up an appointment to meet with me.

Text and Other Course Requirements:
- USB flash drive for your final project.

This course is online so uses EduCat. You must have Internet access in order to complete assignments and receive course information. Your user id and password should be the same as your NMU campus email user id and password.

Prerequisite:
MA 150 (Mathematics for the Elementary School Teachers I) with a C or better or permission of instructor

Liberal Studies:
This course satisfies the Formal Communication Studies requirement. This course is designed to introduce students to the ways in which information and ideas are expressed using a communication system other than English. Such courses should foster the student’s ability to conceptualize and communicate in an orderly, rational manner. Characteristics of a communication system include: 1) possession of a grammar; 2) operation from an established set of rules; 3) reasoning properties such as deduction, inference drawing and problem solving. This includes courses in languages and those in which the central focus of the course is on statistics, computers or formal logic.

General Introduction and Goals:
The course serves as an introduction to technology in education. The primary focus will be the use of computers and the Internet in education. The course projects concentrate on applications relevant to the school curricula.

Course Goals and Learning Outcomes:
The course is intended to provide students with skills and knowledge of technology in education. Students will develop projects for various levels of topics appropriate to the classroom.
Upon successful completion of the course, a student should be able to:

<table>
<thead>
<tr>
<th>Expected Ability/Skill to be Learned</th>
<th>As evidenced by/ measured by</th>
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<tbody>
<tr>
<td>Use basic terminology associated with computers</td>
<td>Quizzes, class discussions</td>
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<tr>
<td>Identify how technology is used in an educational setting</td>
<td>Quizzes, class discussions</td>
</tr>
<tr>
<td>Use the Internet as a research tool</td>
<td>Assignments, class discussions</td>
</tr>
<tr>
<td>Practice using aspects of computer software that are common across platforms</td>
<td>Assignments, final project</td>
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<tr>
<td>Integrate media into lessons</td>
<td>Assignments, final project</td>
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Content Outline:

A. Basics
   1. Accessing materials on the Internet
   2. Researching using the Internet

B. Modern computer software in education
   1. Word Processing
   2. Editors
   3. PowerPoint
   4. Spreadsheets
   5. Java

C. Applications
   1. Integration within the curriculum
   2. Communication
   3. Creating websites
   4. Generating lessons and other materials for the classroom and installing it on a website.

Assessment Format: Specific information on each assessment measure is provided below. Late assignments or quizzes are penalized 10% per day that they are not submitted.

- **Class Discussions (10%)**: You are required to contribute to class discussions via EduCat.

- **Quizzes (10%)**: Quizzes will be given in EduCat on the assigned readings from the text.

- **Assignments (40%)**: Assignments will be given that address a variety of topics. Some assignments will be short (one hour to complete) and others will take much longer (up to one week). The length of time given for an assignment determines whether it is a short or long assignment.

- **Final Project (40%)**: A final version of the project is due to me on our last class day.
Grading Scale (%): Your course grade will be based on the percentages outlined under Assessment Format. Corresponding grades as a percentage of the total are listed below.

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100 – 95.0</td>
<td>A</td>
</tr>
<tr>
<td>94.9 – 89.5</td>
<td>A-</td>
</tr>
<tr>
<td>89.4 – 86.5</td>
<td>B+</td>
</tr>
<tr>
<td>86.4 – 82.5</td>
<td>B</td>
</tr>
<tr>
<td>82.4 – 79.5</td>
<td>B-</td>
</tr>
<tr>
<td>79.4 – 76.5</td>
<td>C+</td>
</tr>
<tr>
<td>76.4 – 72.5</td>
<td>C</td>
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<tr>
<td>72.4 – 69.5</td>
<td>C-</td>
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<tr>
<td>69.4 – 66.5</td>
<td>D+</td>
</tr>
<tr>
<td>66.4 – 62.5</td>
<td>D</td>
</tr>
<tr>
<td>62.4 – 59.5</td>
<td>D-</td>
</tr>
<tr>
<td>59.4 – 0</td>
<td>F</td>
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</tbody>
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NMU’s Non-Discrimination Statement:
Northern Michigan University does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, height, weight, marital status, familial status, handicap/disability, sexual orientation, or veteran status in employment or the provision of services, and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities.

Anyone having civil rights inquiries may contact the Equal Opportunity Office, 502 Cohodas Hall, telephone number 906-227-2420.

ADA Statement:
If you have a need for disability-related accommodations or services, please inform the Coordinator of Disability Services in the Disability Services Office by: coming into the office at 2001 C. B. Hedgcock; calling 227-1700; or e-mailing disserv@nmu.edu. Reasonable and effective accommodations and services will be provided to students if requests are made in a timely manner, with appropriate documentation, in accordance with federal, state, and University guidelines.

Important Deadlines
- Last day to drop with 100% refund (No grade): Monday, January 14th, 5:00p.m.
- Last day to drop with "W" grade: Friday, March 29th

PLEASE REMEMBER TO COME IN FOR HELP ON ANY ASSIGNMENT.

WAITING UNTIL THE LAST MINUTE TO COMPLETE AN ASSIGNMENT IS UNACCEPTABLE. A LATE PENALTY IS APPLIED TO ANY ASSIGNMENT NOT RECEIVED BY THE DEADLINE.