

## California State University San Marcos: College of Education

### Educ 422 - Technology Tools for Teaching and Learning

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#### **College of Education Mission Statement:**

The mission of the College of Education community is to collaboratively transform public education by preparing thoughtful educators and advancing professional practices. We are committed to diversity, educational equity, and social justice, exemplified through reflective teaching, life-long learning, innovative research, and ongoing service. Our practices demonstrate a commitment to student-centered education, diversity, collaboration, professionalism, and shared governance. (adopted by the COE Governance Community October, 1997)

#### **Course Description**

This three unit course fulfills the technology competencies as identified by the California Commission on Teacher Credentialing (CCTC) and the College of Education's Teacher Performance Expectations (TPEs) in technology(14), and being considered for satisfying the Computer Integration Requirement (CIR) for the Liberal Studies Program. This course is designed for teacher candidates who have met the campus-wide Computer Competency Requirement (CCR) and anticipate entrance into the teacher preparation program.

This course focuses on the knowledge and skill necessary to apply education-oriented applications including productivity tools, graphic organizers, databases, spreadsheets, presentation tools, school-appropriate multimedia tools, and communication tools. This course prepares teacher candidates to apply specific educational technology-based applications in methods courses for implementation in teaching and learning with students as well as to their own professional growth. When entering the teacher education program, College of Education faculty assume teacher candidates have competency in the applications covered in this course, and therefore, will make assignments requiring teacher candidates to apply these skills.

#### **Teacher Performance Expectation (TPE) Competencies**

This course is designed to help teachers seeking the Multiple and Single Subjects Credential to develop the skills, knowledge, and attitudes necessary to assist schools and districts in implementing an effective program for students. The successful candidate will be able to merge theory and practice in order to realize a comprehensive and extensive educational program for all students. The following TPEs are addressed in this Class

#### Primary Emphasis: TPE 14 CSUSM Educational Technology (Based on ISTE NETS)

- I. Technology Operations and Concepts: Teachers demonstrate a sound understanding of technology operations and concepts. Teachers:
  - A. Demonstrate introductory knowledge, skills, and understanding of concepts related to technology (as described in the ISTE national Education Technology Standards for Students).
  - B. Demonstrate continual growth in technology knowledge and skills to stay abreast of current and emerging technologies
  
- V. Productivity and Professional Practice: Teachers use technology to enhance their productivity and professional practice. Teachers:
  - A. Use technology resources to engage in ongoing professional development and lifelong learning.
  - B. Continually evaluate and reflect on professional practice to make informed decisions regarding the use of technology in support of student learning.
  - C. Apply technology to increase productivity.
  - D. Use technology to communicate and collaborate with peers, parents, and the larger community in order to nurture student learning.

VI. Social, Ethical, Legal, and Human Issues: Teachers understand the social, ethical, legal, and human issues surrounding the use of technology in PK-12 schools and apply those principles in practice. Teachers:

- A. Model and teach legal and ethical practice related to technology use.
- B. Apply technology resources to enable and empower learners with diverse backgrounds, characteristics, and abilities.
- C. Identify and use technology resources that affirm diversity.
- D. Promote safe and healthy use of technology resources.
- E. Facilitate equitable access to technology resources for all students.

Secondary Emphasis:

- TPE 4 - Making Content Accessible
- TPE 5 - Student Engagement
- TPE 6 - Developmentally Appropriate Teaching Practices
- TPE 7 - Teaching English Language Learners
- TPE 12 - Professional, Legal, and Ethical
- TPE 13 - Professional Growth
- TPE 14 - Standards 2, 3 and 4

**Course Objectives:** Teacher Candidates will demonstrate competency in:

1. Meeting the ISTE Standards I - VI outlined above
2. Using a set of educational technology tools that are applied in teaching and learning within the credential program and used in public school settings; and
3. Setting up an electronic portfolio for completion in the CSUSM teacher credentialing program.

**Prerequisites**

The prerequisite for this course is completion of the campus-wide computer competency requirement. This can be fulfilled by successful completion of one of the following:

- Taking the [CSUSM CCR assessment](#) or equivalent course.
- Completion of an approved computer literacy course at the community college level
- Demonstrating a certain level of technology competency during individual conference with instructor

**Required Supplies:** Bring every class meeting

1. [ISTE/CUE Student Membership](#) - \$45.00
2. 50 page Spiral Notebook - \$1.00
3. 1 Mass Storage Device:
  - At least 64 MB USB key drive - \$25
  - I recommend the Lexar (Fry's)
4. Headphones - \$10
5. Membership in Task Stream \$25 - \$40
6. Mini DV Digital Video Cassette (DVC) - \$5

**College of Education Attendance Policy:** "Due to the dynamic and interactive nature of courses in the College of Education, all students are expected to attend all classes and participate actively. At a minimum, students must attend more than 80% of class time, or s/he may not receive a passing grade for the course at the discretion of the instructor. Individual instructors may adopt more stringent attendance requirements. Should the student have extenuating circumstances, s/he should contact the instructor as soon as possible."

**Attendance and Participation**

A good student (and soon to be teacher) is one who adheres to standards of dependability and promptness. If more than 2 class sessions are missed or there is tardiness (or leave early) for more than 3 sessions, the teacher candidate cannot receive an A. If more than 3 class sessions are missed the grade earned cannot exceed a C. Late assignments will be penalized. If extraordinary circumstances occur, please make an effort to contact the instructor. **Remember that**

**communication is the key to success in this class and as a teacher.** Students are required to use webCT email and check it at least two times per week to communicate with instructor and peers.

**Plagiarism and Cheating**

You have decided to become a teacher. You are willingly becoming a role model. You are going to be held to a higher standard than most professions. Academic dishonesty will not be tolerated and will result in a failing grade for this course and will be reported to the University. This shouldn't even be an issue now that you have chosen to become a teacher.

**Authorization to Teach English Language learners**

The CSUSM credential program has been specifically designed to prepare teachers for the diversity of languages often encountered in California public school classrooms. The authorization to teach English learners is met through the infusion of content and experiences within the credential program as well as additional coursework. Students successfully completing this program receive a credential with authorization to teach English Learners. (Approved by CCTC in SB2042 Program Standards, August 2002)

**Disable Student Services**

Students with disabilities who require academic accommodations must be approved for services by providing appropriate and recent documentation to the Office of Disabled Student Services (DDS). This office is located in Craven Hall 5205 and can be contacted by phone at (760)750-4905, or TDD (760)750-4909. Students authorized by DSS to receive accommodations should meet with the instructor during office hours or by appointment.

**Grading and Assignments**

Final grade will be based on a percent of total points according to this scale:

92 and above:	A
90, 91:	A-
88, 89:	B+
82 - 87:	B
80, 81:	B-
77, 78, 79:	C+
72 - 76:	C
68 - 71:	C-
55 - 67:	D
54 and Below:	F

**Schedule and Course Outline:** Assignment point values can be found on WebCT.

Week 1: Thurs 1/20 - Mon 1/24		
Topics	What's Due	Assignments
<ul style="list-style-type: none"> <li>• Who are you? Introduction</li> <li>• Course Norms and Expectations (<a href="#">Computer Competency requirement</a> and proof, <a href="#">Syllabus</a>, Food, Communication, <a href="#">Microsoft Office</a>)</li> <li>• Help in Library Computer Lab 2nd floor- Purchase a print card, log in</li> <li>• Supplies: Storage solution, spiral notebook, DV tape</li> <li>• Class Interface: <a href="#">WebCT</a></li> <li>• <a href="#">Windows Explorer Basics</a>: windows key + E, + D</li> <li>• <a href="#">Browser Basics</a></li> <li>• Print Screen Command</li> <li>• Saving Rules:               <ul style="list-style-type: none"> <li>○ no capitals</li> <li>○ no spaces, use _ instead</li> <li>○ everything goes in ed_422 folder to organize and keep track of where</li> </ul> </li> </ul>		<ul style="list-style-type: none"> <li>• Purchase all supplies</li> <li>• <a href="#">ISTE</a> and <a href="#">Task Stream</a> registration!!!</li> <li>• WebCT account set up library 2nd floor</li> <li>• <a href="#">Letter of Introduction</a></li> <li>• Sign up for <a href="#">yahoo account</a></li> <li>• Discussion Board - Submit introduction letter to Discussion Board</li> <li>• Look at 3 other introduction Letters and give feedback to the authors</li> </ul>

<ul style="list-style-type: none"> <li>organize and keep track of where your files are.             <ul style="list-style-type: none"> <li>o no "crazy" characters</li> </ul> </li> <li>• <a href="#">Letter of Introduction</a></li> <li>• Discussion Board - Submit introduction letter to Discussion Board</li> <li>• Sign up for <a href="#">yahoo account</a></li> <li>• <a href="#">CTAP<sup>2</sup> Assessment</a></li> </ul>		<ul style="list-style-type: none"> <li>• <a href="#">CTAP<sup>2</sup> Assessment</a> turned in using the print screen command and pasted into word</li> </ul>
<p>Week 2: Thurs 1/27 - Mon 1/31</p>		
<p style="text-align: center;"><b>Topics</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Statement of Own work</a></li> <li>• <a href="#">Electronic Portfolio - Task Stream</a></li> <li>• <a href="#">Yahoo Bookmark</a> Demonstration</li> <li>• <a href="#">Yahoo Bookmark-Internet Assignment</a></li> <li>• Setup folders on storage device and backup on H drive and usb mass storage device (F Drive)             <ul style="list-style-type: none"> <li>o ed_422                 <ul style="list-style-type: none"> <li>▪ web_page                     <ul style="list-style-type: none"> <li>▪ images</li> <li>▪ powerpoint</li> <li>▪ video</li> <li>▪ inspiration</li> <li>▪ Print Screen to turn in File organization Assignment</li> <li>▪ <a href="#">Newsletter Assignment</a></li> </ul> </li> </ul> </li> </ul> </li> </ul>	<p style="text-align: center;"><b>What's Due</b></p> <ul style="list-style-type: none"> <li>• Supplies</li> <li>• <a href="#">ISTE</a> and <a href="#">Task Stream</a> registration!!!</li> <li>• <a href="#">Letter of Introduction</a></li> </ul>	<p style="text-align: center;"><b>Assignments</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Journal 1</a></li> <li>• <a href="#">Statement of Own work</a></li> <li>• Print Screen of File Organization</li> <li>• <a href="#">Yahoo Bookmark-Internet Assignment</a></li> <li>• <a href="#">Newsletter Assignment</a></li> </ul>
<p>Week 3: Thurs 2/3 - Mon 2/7</p>		
<p style="text-align: center;"><b>Topics</b></p> <ul style="list-style-type: none"> <li>• Reviewing tool bar, voice comments, and Equation Editor in Word</li> <li>• <a href="#">Making the Grade</a> (\$100/life) Demonstration</li> <li>• <a href="#">MyGradebook</a> (\$35/year) - online option</li> <li>• <a href="#">Making the Grade Assignment</a></li> <li>• Database Activity-follow directions in WebCT</li> <li>• Access Introduction-any volunteers?</li> <li>• Basic Excel Demonstration - Graphing             <ul style="list-style-type: none"> <li>o <a href="#">In my class</a></li> </ul> </li> <li>• <a href="#">Earthworm Spreadsheet Activity</a></li> </ul>	<p style="text-align: center;"><b>What's Due</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Journal 1</a></li> <li>• <a href="#">Statement of Own work</a></li> <li>• Print Screen of File Organization</li> <li>• <a href="#">Newsletter Assignment</a></li> </ul>	<p style="text-align: center;"><b>Assignments</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Making the Grade Assignment</a></li> <li>• Database Activity</li> <li>• <a href="#">Earthworm Spreadsheet Activity</a></li> <li>• <a href="#">Journal 2</a></li> </ul>
<p>Week 4: Thurs 2/10 - Mon 2/14</p>		
<p style="text-align: center;"><b>Topics</b></p> <ul style="list-style-type: none"> <li>• Cool Web site Demo:             <ul style="list-style-type: none"> <li>o <a href="#">Scientific American Frontiers</a></li> <li>o <a href="#">Froguts</a></li> <li>o <a href="#">Brainpop</a></li> </ul> </li> <li>• <a href="#">Filamentality</a> <ul style="list-style-type: none"> <li>o <a href="#">Sample Student Lessons</a></li> </ul> </li> </ul>	<p style="text-align: center;"><b>What's Due</b></p> <ul style="list-style-type: none"> <li>• Discussion Board - Submit introduction letter to Discussion Board</li> <li>• Look at 3 other introduction Letters and give feedback to the authors.</li> <li>• <a href="#">Earthworm Spreadsheet Activity</a></li> <li>• Database Activity</li> </ul>	<p style="text-align: center;"><b>Assignments</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Journal 3</a></li> <li>• <a href="#">Filamentality</a></li> </ul>

California State University San Marcos

	<ul style="list-style-type: none"> <li>- Database Activity</li> <li>• <a href="#">Journal 2</a></li> </ul>	
Week 5: Thurs 2/17- Mon 2/21		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• PowerPoint Basics</li> <li>• <a href="#">Producer</a> <ul style="list-style-type: none"> <li>○ Mr. Bird Examples                             <ul style="list-style-type: none"> <li>■ <a href="#">Force-Friction Lecture</a></li> <li>■ <a href="#">Changing Between Units</a></li> <li>■ <a href="#">Producer Curriculum Movies</a></li> </ul> </li> </ul> </li> <li>• <a href="#">PowerPoint Standards Lesson</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Filamentality</a></li> <li>• <a href="#">Journal 3</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">PowerPoint Standards Lesson</a></li> <li>• Read Introduction Letters on Discussion board to help form group members for Video Project</li> <li>• <a href="#">Journal 4</a></li> </ul>
Week 6: Thurs 2/24 - Mon 2/28		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• <a href="#">PowerPoint Standards Lesson</a> presentations to small groups</li> <li>• <a href="#">Inspiration Software Project</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">PowerPoint Standards Lesson</a></li> <li>• <a href="#">PowerPoint Reflection Assignment</a></li> <li>• <a href="#">Journal 4</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Inspiration Software Project</a></li> <li>• <a href="#">Journal 5</a></li> </ul>
Week 7: Thurs 3/3 - Mon 3/7		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• FrontPage Introduction</li> <li>• Other Web Page options:                             <ul style="list-style-type: none"> <li>○ <a href="#">Teacherweb</a></li> <li>○ <a href="#">Scholastic</a></li> </ul> </li> <li>• Work on <a href="#">Teacher Web Page</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 5</a></li> <li>• <a href="#">Inspiration Software Project</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 6</a></li> <li>• Teacher Web Page in Geocities Pagebuilder</li> </ul>
Week 8: Thurs 3/10 - Mon 3/14		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• Translation programs on the web</li> <li>• Work on <a href="#">Teacher Web Page</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 1-6</a></li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Web Page in Geocities Pagebuilder</li> </ul>
Week 9: Thurs 3/17- Mon 3/21		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• <a href="#">Software Evaluation</a></li> <li>• <a href="#">Copyright and Fair Use</a></li> <li>• <a href="#">Video in Education</a></li> <li>• Subscribe to <a href="#">Blue Web'n</a> free weekly updates: Incredible resource of websites for educators. Add this site to your <a href="#">Bookmark</a> if you haven't already done so.</li> <li>• <a href="#">Video Project</a>: Start the planning of your project                             <ul style="list-style-type: none"> <li>○ Groups for video project formed</li> <li>○ Come up with an idea for next week</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Web Page in Geocities Pagebuilder</li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Software Evaluation</a></li> <li>• <a href="#">Copyright and Fair Use</a></li> <li>• <a href="#">Video in Education</a></li> <li>• <a href="#">Journal 7</a></li> </ul>

California State University San Marcos

Week 10: Thurs 3/24 - Mon 4/4		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• Work on <a href="#">Video Project</a> <ul style="list-style-type: none"> <li>○ Story board</li> <li>○ Filming</li> <li>○ Editing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Groups for video project formed</li> <li>• <a href="#">Journal 8</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 9</a></li> <li>• <a href="#">Video Project</a></li> </ul>
Week 11: Thurs 4/7 - Mon 4/11		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• Work on <a href="#">Video Project</a> <ul style="list-style-type: none"> <li>○ Filming</li> <li>○ Editing</li> <li>○ Finishing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 9</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Journal 10</a></li> <li>• <a href="#">Video Project</a></li> </ul>
Week 12: Thurs 4/14 - Mon 4/18		
<b>Topics</b>	<b>What's Due</b>	<b>Assignments</b>
<ul style="list-style-type: none"> <li>• <a href="#">Portfolio Task Stream Introduction</a></li> <li>• Using <a href="#">Task Stream</a></li> <li>• <a href="#">Software Project</a> Introduction</li> <li>• Meet with group for <a href="#">Software Project</a> Presentations</li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Video Project</a></li> <li>• <a href="#">Journal 10</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Software Project</a></li> <li>• <a href="#">Portfolio</a></li> <li>• <a href="#">Journal 11</a></li> </ul>