

UNIVERSITY OF DALLAS

The Catholic University for Independent Thinkers

University of Dallas
Edu 3305
Computer Problem Solving
Fall 2009

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Course URL: <http://dante.udallas.edu/edu3305>

What This Course Is About

This course explores the use of the computer as a tool for learning. Students both experience and reflect on the computer as a "guide" to communication and research, an "organizer" for the presentation of knowledge, as a "mediator" in the construction of knowledge, as an "assessor" in the collection and sorting of constructed knowledge, and as a "problem solver" in the carrying out of multiple procedures to choose the best solution. Students explore the internet, evaluate web sites, create PowerPoint presentations, construct web pages, and author interactive materials – all of which culminate in the creation of a coherent, publishable website. Exceptional websites are featured online as part of DANTE (Dallas Area Network for Teaching and Education). While developing skills in a "hands-on" project-based environment, students reflect on the educational implications of the emerging human-computer interactions as well as the human-to-human interactions mediated by computers. This course meets and/or exceeds the educational technology foundations for teachers as defined by NCATE and ISTE.

- Computer as "guide"
 - Searching v. Surfing
 - Bookmarks
 - Interactive Assistance
 - "Good" Sites
 - Excel Project
- Computer as tool for "organizing"
 - Organizing/Presenting Information
 - Multimedia Design
 - PowerPoint Project
- Computer as tool for "mediating"
 - Computer-assisted instruction
 - Electronic Talk
 - "Author"ity
 - WebPage/Hyperstudio Project
- Computer as tool for "assessing"
 - Authentic Performance
 - Ongoing Feedback
 - Student Understanding
 - Electronic Portfolio Project
- Computer as tool for "problem solving" and "decision making"
 - Identifying the issue
 - Researching the problem
 - Formulating the problem
 - Finding alternatives
 - Choosing the solution

REQUIRED COURSE FEE:

The Department of Education charges each student enrolled in one or more EDU courses a \$20 course fee. Only one \$20.00 fee is required whether a student is taking one EDU course or several. The \$20.00 fee pays for course packets, the upkeep and updating of resources in both the Media Center and the Clodfelter Children's Library, including the purchase of books, subscriptions, software, computers and computer accessories, audio-visual equipment, and printer privileges.

ABOUT PRINTER PRIVILEGES: Students enrolled in one or more EDU courses have access to a well-maintained printer and a limited supply of paper in the Media Center. Students may use the printer and paper to make single copies of EDU course projects/assignments. In cases where students need multiple copies of handouts in conjunction with EDU course requirements, students **MUST** seek assistance from Mrs. Randall, the Administrative Assistant in the Department of Education. Students who use the Media Center printer to make multiple copies or who use it either for personal use and/or for assignments/papers from other departments will lose Media Center privileges.

PAYMENT DEADLINE: The \$20.00 course fee must be paid by September 18, 2009. Please make payments to Mrs. Randall, administrative assistant to the Department of Education. Only checks or cash can be accepted -- no credit/debit cards.

Required Course Hardware and Software:

There is no required textbook for this course; however, students are required to purchase and bring to each class a removable USB flash drive (jump drive) with a minimum of 2 GB of storage capacity. Students will save and transport course work in progress using this drive. Students who expect to create a website with extensive graphics, photos, and video clips may wish to consider purchasing a flash drive with more storage capacity.

To complete assignments for the course and to make use of the course website, students must have access to a computer with high speed access to the Internet and the required software (listed below). Students who have all required software installed on their personal computers will be able to work on class assignments in class, in UD computer labs, and at home, transporting work in progress on their USB flash drives. Students who have some but not all of the required software on personal computers must be willing to spend enough time on campus in the computer labs or in the Media Center to develop adequate skill with course software applications and to complete required course assignments. Those who do not have the computers and/or software must be willing to spend significant amounts of time on campus in the computer labs where all required software is installed.

Required Hardware

- Computer with high-speed Internet access
- USB Flash Drive (minimum 2 GB storage capacity)

Required Software

- Microsoft Word (2000 or higher)
- Microsoft Excel (2000 or higher)
- Microsoft PowerPoint (2000 or higher)
- Microsoft Internet Explorer (Version 7 or higher)
- Microsoft Expression Web (2.0 or higher)
- Adobe Acrobat Reader 9.0 – free at <http://www.adobe.com/products/acrobat/readstep2.html>
- Inspiration - free 30-day trial at <http://www.inspiration.com/freetrial/index.cfm>

Lab Assistance / Lab Support

This course may offer lab support. Beginning the second week of the semester and continuing throughout the entire course, a lab assistant may be available during classes and during specified non-class times to assist students as needed. If there is a lab assistant, the assistant will post on the course website the hours and the location(s) where help will be offered. In addition, students may contact the lab assistant personally to set up an individual help session, but please remember that the lab assistant is also a student - and therefore cannot be available at all times.

Access to Computer Labs / Media Center

Computer Lab facilities will be available where students may complete and/or practice skills and assignments for the class. Students may contact the course lab assistant for information regarding both general and assisted lab hours on campus. Students who would like to use resources in the Department of Education Mediacenter during times when the Department of Education is closed may request access from Campus Safety. Students who use the Mediacenter after hours must follow Media Center Guidelines. [See Media Center Access Guidelines at the end of the syllabus.](#)**

General Expectations for Students

1. Students are expected to come to class and to work regularly and systematically over time to complete course objectives. While much of the work during regular class times may be self-paced and independent, students are expected to come to class and contribute to the learning environment.
2. Students are expected to contribute generously to the online Technology Forum because they are serious in their commitment to learn...whether using computers as guides, organizers, mediators, or assessors
3. Students are expected to complete assignments carefully and completely. (see Due Dates policy below)
4. Students are expected to achieve course objectives.
5. Students are encouraged to work "Vygotsky style." (see explanation at [http://dante.udallas.edu/edu3305/Course Information/ask.htm](http://dante.udallas.edu/edu3305/Course%20Information/ask.htm))
6. Students are expected to seek help from the course instructor and/or lab assistant as needed to complete assignments.
7. Students are expected to construct a coherent, publishable website that achieves articulated project goals and course expectations.
8. Students will be expected to publicly present selected work completed during the course during specified times.

ASSESSMENT PLAN FOR THE COURSE:

Assessment is the process of obtaining information (evidence) that is used to make educational decisions about students. In this course, students are expected to present evidence that they have achieved course objectives. Evidence of achievement can be demonstrated as students work through elements in ten course modules. The quality of achievement is based on criteria established in rubrics, benchmarks, samples, and the sample grade sheet.

The course is based on 200 points which are distributed among ten (10) course modules. Elements from the ten modules and their point values are shown below.

1. Project Goals - 15/200
2. Excel Project - 27/200 points
3. Technology Forum - 18/200 points
4. Skills Checks - 18/200 points
5. PowerPoint Project - 21/200 points
6. Interactive Project - 14/200 points
7. E-Diary - 16/200 points
8. ****ASK (Assessing Student Knowledge) data - 29/200 points**
9. Final Exam - 15/200 points
10. Webfolio - 27/200 points

****For an explanation of ASK, go to http://dante.udallas.edu/edu3305/Course_Information/ask.htm**

To see how points are earned within major course elements, please go to the Sample Grade sheet at http://dante.udallas.edu/edu3305/Sample_endcourse_gradesheet.xls. Online rubrics provide even more detail regarding the evaluation criteria for major projects.

Due Dates Policy:

At midterm, course grades will be calculated and reported to the registrar's office. Midterm grades are determined by points earned on items listed on the Mid-course Checklist no later than the Midterm Turn-In Date. The final grade will be determined by total points earned on all required course components. A completed webfolio (containing all course components) must be presented in a live, face-to-face session before the course instructor on campus at the University of Dallas during the final exam period. Instructions for completing and presenting the Webfolio will be available online. All materials to be considered for the course grade must be submitted no later than the time of the final exam.

*** For tentative due dates for all course elements, go to <http://dante.udallas.edu/edu3305> and click on the Instructional Framework. Students who work systematically through the course modules and adhere generally to the tentative due dates will be able to complete all course requirements in a timely fashion. Students who struggle to keep up with the tentative due dates because of problems with course assignments should seek early assistance from the course instructor.**

Final Grades

The final grade will be calculated by adding the total points earned for each major course element. Total points will be translated into letter grades using the following formula.

A	185-200 + webfolio presentation		B-	160-164		D+	134-139
A-	180-184		C+	154-159		D	125-133
B+	174-179		C	145-153		D-	120-124
B	165-173		C-	140-144		F	Below 120

It is important to note that a student may not earn an A in this course if he/she does not present a webfolio in class during the scheduled final exam period.

Save the Date

Friday, November 13, 2009 H.A.T.C.H. PARTY (Halloween, All Saints, Thanksgiving, Christmas, and Hanukkah): Student teachers and cooperating teachers are invited to the annual H.A.T.C.H. Party hosted by the Department of Education. This party is a holiday party to which all students enrolled in EDU courses are invited. A date, spouse, or friend is also invited. Please join the faculty of the Department of Education (and their families) as well as members of the wider educational community (local teachers, administrators, and friends of U.D.) at the Khirallah house for an evening of fun, food, and frolic in anticipation of the Christmas season. You don't want to miss this! Students will be given directions and further information about this event later in the semester.

Disabilities: The Department of Education at the University of Dallas seeks to provide appropriate academic adjustments for all individuals with disabilities. The department will comply with all applicable federal, state, and local laws, regulations, and guidelines, specifically Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) in making reasonable accommodations to afford equal educational opportunities for qualified students with disabilities. It is the responsibility of the student to register with and provide medical verification and academic schedules to the ADA Coordinator prior to the fourth day of class.

Fall 2009 Media Center Access Guidelines

All students enrolled in EDU courses are welcome to use the resources in the Media Center during the course of the semester. There are computers, a scanner, a printer, and various other electronic and print resources available for use. During regular work hours (8:00 a.m. – 5:00 p.m. M-F), students may gain access to the Media Center by seeking help from the Administrative Assistant in the Department of Education. When the Department of Education is closed, students may gain access to the Media Center by submitting a request to Campus Safety.

Please read carefully the following Media Center Access Guidelines as sent to Campus Safety.

<u>ACCESS FOR:</u>	Education Department Media Center
REQUEST FROM:	Barbara Khirallah, Tel. 972-721-5334 – Email: bkhirall@udallas.edu
ACCESS TIMES PERMITTED:	From 6 a.m. until 12:00 midnight seven days per week
STUDENTS ON ACCESS LIST:	All Students enrolled in Edu courses

Dear Campus Safety....

Students have permission to work in the Media Center in the Education Department after hours during the Fall 2009 semester. They understand that they will come to or call the Campus Safety Office to request access. Students must show a current University of Dallas ID, driver's license, or other form of legitimate identification in order to verify their identification against the list in the Campus Safety Office. When students are finished, they will use the telephone in the Media Center to call Campus Safety at 5305 and **WAIT until Security comes to lock up the Media Center**. Campus Safety will keep a record of all students who access the Media Center, recording names, dates and times of access. It is not unusual for Campus Safety to open and check activity in the Media Center during regular campus rounds.

Students who request access to the Media Center from Campus Safety understand that they can request access only for themselves. Students not on the list who wish to use the Media Center after hours must see Mrs. Khirallah personally to request that they be added to this list. Students who use the Media Center are expected to be conscientious and respectful of all property. Those who are not will lose Media Center privileges.

Thank You,

Barbara Khirallah
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