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Office Hours: Monday, Tuesday, & Wednesday: 10:30-11:30 AM. Additional office hours by appointment.

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Class Delivery: Access https://westernonline.wiu.edu starting on the first day of the semester. Log in using your ECOM username and password. These are the same username and password used to access your WIU email account.

Technical Assistance: If you need technical assistance for the WesternOnline system, contact uTech Support Center at 309-298-2704 or e-mail them at supportcenter@wiu.edu.

COURSE DESCRIPTION

The emphasis in this online three-semester-credit class is on the planning, leadership, and evaluation of technology integration in educational and training environments. Students will apply theories and techniques of educational technology to field-based research and report writing. The online course is organized on the paradigm of interactive learning where online and field-based participation is a necessity for success in the course. The course is divided into modules. Activities include discussions, journaling, logs, and projects. Your projects will involve at least 100 hours of fieldwork at your workplace or other approved locations.

If pursuing the proposed technology specialist option for the M.S. degree or the Educational Technology Specialist Post-Baccalaureate Certificate, you will have an additional activity to add your activity artifacts and reflection to your technology specialist portfolio.

Any data collected for this course is intended only for class use and for the purpose of providing formative evaluation of your projects. It is your responsibility to keep this information confidential and not share it outside of this class. If you intend to use such data outside of class, you must notify me beforehand to determine if you need to file an Institutional Review Board (IRB) request.

Student activities may be used as part of a professional development or publication process. If you do not want me to use your postings, please contact me immediately.
Objectives
Upon completion of this course, the successful student will be able to:

- Evaluate strategies for and issues related to managing the change process as part of overall educational reform efforts in educational and training environments.
- Understand and apply educational technology-related research, the psychology of learning, and instructional design principles in guiding use of computers and technology in educational and training situations.
- Participate in professional development experiences that allow him or her to observe the use of technology to support instruction, and evaluation of effectiveness of technology resources in teaching and learning, and to apply technology resources to support instruction in educational and training settings.
- Design a research project that includes evaluation of a specific technology application in an educational or training environment.

Prerequisites
Prerequisites: EIS 500, IDT 510, IDT 529, IDT 534, IDT 539, or permission of the instructor/department chair.

You are expected to have a working knowledge of computer hardware and concepts; the ability to email, ability to search the Internet; be able to download text and graphics from the Internet; and have experience with word processing and presentation software.

REQUIRED MATERIALS

Textbooks and Resources


Additional resources will be accessed from the Internet and Western Illinois University’s online library resources.

Hardware Requirements
All students participating in this course have a computer capable of running the recommended web browsers for accessing the Western Online course on the Internet and for running the software for accessing the software described below. Contact uTech Support Center if you have questions about hardware requirements for WesternOnline.

Software Requirements
All students participating in this course must have the following software.

Web Browser: Click the Click Browser link on the Western Online homepage to see what browsers are recommended for use with the Western Online system. Note that you must have Java enabled to use the course’s Virtual Chat option, as well as the cookies enabled and the pop-up blockers disabled. You can run the browser check to ensure that you have the correct browser and settings for Western Online. This checker validates for Java, JavaScript, cookies, pop-ups, etc.
**Word Processing Program:** Microsoft Word or another word processing program that can create Word documents (e.g., Google Docs).

You may be required to download other programs during the course.

**COURSE EXPECTATIONS**

**Course Assignments:** You are responsible for accessing the online course areas several times a week, completing the reading assignments, participating regularly in the discussions, posting assignments, presenting, and contributing your equal share in group activities. You will also be expected to do approximately 100 hours of field work including report writing as part of your homework. You are responsible for ALL information given out online. Activities will be listed in the online course area, along with their due dates and points.

**Assignment Due Dates:** Specific due dates and points for communication, tests, and assignments are described in the course area. *Unless otherwise specified, late completion of the assignments will result in a 20% deduction per day late.* Your grades will be posted on the WesternOnline website.

**Final Grade:** Your final grade for this course will be the result of adding all individual grades together. Final grades will be based on the following percentages: A (90-100%), B (80-89%), C (70-79%), D (60-69%), F (<60%).

**Incompletes:** The IDT Department does not give grades of Incomplete unless the student has been unable to complete course work due to circumstances beyond his or her control and the request is approved by the instructor. The Department recommends you drop the course and re-enroll in it the following semester, instead of taking an incomplete grade.

**Instructor Response and Feedback:** The instructor will try to respond to your questions in the WesternOnline Mail and General Questions Discussion area within 24 hours on the weekdays and 48 hours on the weekends, unless otherwise specified. Note that the instructor does not respond to all discussion postings, but monitors them closely and respond as needed. She will try to grade your activities within one week after the due date.

**Use of WesternOnline:** Do everything in this course within the WesternOnline online course. Use WesternOnline Mail for emailing the instructor and other students.

**TITLE IX**

University values, Title IX, and other federal and state laws prohibit sex discrimination, including sexual assault/misconduct, dating/domestic violence, and stalking. If you, or someone you know, has been the victim of any of these offenses, we encourage you to report this to the Title IX Coordinator at 309-298-1977 or anonymously online at: [http://www.wiu.edu/equal_opportunity_and_access/request_form/index.php](http://www.wiu.edu/equal_opportunity_and_access/request_form/index.php). If you disclose an incident to a faculty member, the faculty member must notify the Title IX Coordinator. The complete Title IX policy is available at: [http://www.wiu.edu/vpas/policies/titleIX.php](http://www.wiu.edu/vpas/policies/titleIX.php).
STUDENTS WITH DISABILITIES

In accordance with University values and disability law, students with disabilities may request academic accommodations where there are aspects of a course that result in barriers to inclusion or accurate assessment of achievement. To file an official request for disability-related accommodations, please contact the Disability Resource Center at 309-298-2512, disability@wiu.edu or in 143 Memorial Hall. Please notify the instructor as soon as possible to ensure that this course is accessible to you in a timely manner.

STUDENTS RIGHTS AND RESPONSIBILITIES

Please refer to the WIU Students Rights and Responsibilities website at http://www.wiu.edu/provost/students.php for information on WIU policies on academic dishonesty, grade appeal, etc.