

## Online Collaborative Based Tools Fall 2008

### Instructor

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Class location: Online (Synchronous &  
Asynchronous)

Office hours: By Appointment

Office location: Lorenzo High School

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### Course Description

This course is designed for teachers at Lorenzo High School who are preparing to facilitate a 1:1 classroom where every student has a laptop. Traditional classroom activities and teaching methods have to be revamped when a computer for every student is in the room. One of the best set of tools to use, especially with the current generation of students are collaborative based learning tools. This course will give a brief overview of many of these tools. While not exhaustive in nature, teachers are encouraged to continue playing with the various tools introduced through this course to gain a better understanding.

This course will be housed at Lorenzo ISD's Moodle website. Teachers will be placed in groups of 3 of varying grade/subject levels. Each group of teachers will complete the course within a six week time period. They will 36 hours of Continuing Professional Education (CPE) credits.

### Textbook & Materials

**Textbook: Online in PDF format. Instructor created**

**Tools & Materials:**

Arrangements will need to be made to create accounts with the following programs:

- Microsoft Live Messenger
- Google Documents
- Skype

**Since this class does not require an expensive textbook a webcam, microphone, and headphones are required**

### Learning Outcomes

**The student will:**

**Demonstrate proficiency in the utilization of media techniques by developing 3 presentations involving collaborative based tools.**

Demonstrate competency in the techniques of gathering resources, creativity, planning teaching objectives, considering learning styles, and the design of media principles.

Develop a professional resource that includes a list of educational Internet sites.

## **Policies\*\*\***

### **Attendance & Participation**

20 points will be deducted from this grade for each unexcused absence during synchronous activities. Excused absences are those that the student is representing the school in an official way, illness that is verified by a doctor, death in the family, or severe weather conditions which causes school closure or delayed schedule in public schools. Points may be deducted for excused absences if the absence occurs during a demonstration class or when presentations are given.

During the semester, many media related activities and skills will be practiced. Therefore, points may be deducted for failure to participate with a quality effort in class activities, group work, presentations, and discussions as determined by the instructor. Student participation will be evaluated subjectively. The criteria to evaluate participation, is presence in class, attitude, cooperation, and timely and successful completion of assignments.

### **Make-up Work**

Any work missed is the responsibility of the student. Points will be deducted for any assignment, presentation, and exam turned in or completed late. The amount deducted will be sufficient to lower the grade by one level per day. Synchronous presentations must be presented on the day assigned. Requests for make-up work must be student-initiated. A request may be allowed only if class time permits.

## **Grading**

### **Assignments – 30%**

10% Web Resources Wiki

10% Skype/MSN Live Messenger Compare/Contrast Activity

10% Blog Journal

### **Portfolio – 30%**

### **Examinations – 30%**

10% Test 1- Module One- Synchronous Tools

10% Test 2- Module Two- Asynchronous Tools

10% Final- Module Three- Portfolio

### **Attendance & Participation – 10%**

### **Grading Scale**

**A=93-100**

**C=77-84**

**B=85-92**

**D=70-76**

**F=below 70**

**\*All requirements must be complete before a final grade will be given.**

### **Modules**

#### **I. Module 1- Asynchronous Tools (3 weeks)**

- a. Blogging**
  - i. Introduction**
  - ii. Blog Journal (course long project)**
- b. Wikis**
  - i. Introduction**
  - ii. Wiki Website Activity**
- c. Discussion Boards**
  - i. Introduction**
  - ii. Activity**

#### **II. Module 1- Synchronous Tools (3 weeks)**

- a. Instant Messaging**
  - i. Rules**
  - ii. Common Problems**
  - iii. Group Activity**
- b. Audio**
  - i. Skype with Pamela Recorder**
  - ii. Skype searching activity**
- c. Video**
  - i. Skype**
  - ii. Microsoft Live Messenger**
  - iii. Compare/Contrast Activity**

#### **III. Final- Portfolio**