CSC 104: Educational Computing ~ The College of Saint Rose
Instructor: Christine Paige

Class Location:	Online
Email Address:	paigec@strose.edu *preferred method of communication*
Cell Phone:	518.260.3705 (call or text)
Office Hours:	Virtual - by appointment only

Course Description:
Pre-service teachers learn to use software programs to increase their future productivity as teachers. Topics include: creating presentations and instructional materials; simplifying recordkeeping tasks, performing data analysis, and creating graphs; creating classroom and/or instructional Web pages and knowledge inquiry learning units (called WebQuests) via a Web page editor. Students reinforce techniques learned in class via several projects. In addition to learning practical computer skills, students learn about various issues concerning the effective use of computers in the classroom. Students prepare oral presentations to share their research on topics such as the digital divide, gender considerations, technology available to assist students with disabilities, quality Web resources for homework help, cyber safety for children, and use of World Wide Web resources in lesson planning and enrichment. *Prerequisite: some word-processing skills.*

Course Objectives:
During this course, you will
- learn to use software programs relevant to current educational areas.
- reinforce computer techniques learned in class.
- learn practical computer skills.
- learn about various issues concerning the effective use of computers in the classroom.

Communication:
Since this course is an online and I am not physically on campus there are a few options for communicating with me. First, you should post any class related questions to the Questions? area in our course. Any non-related course questions/personal questions can be emailed to me, paigec@stose.edu. My cell phone number is also listed above. You are welcome to call/text me as well, make sure to include your name the first time you text me. If you email/call/text me and I feel that it was a questions that should have been placed in the Questions ? area, I will most likely refer you to that option.

Online Course Information:
Our course is located on Canvas, https://strose.instructure.com. Please be aware that Canvas is a tool and is heavily used for this course. Important announcements and course assignments will all be located in Canvas. You are required to have access to a high-speed Internet connection such that you can easily watch online videos, partake in classroom chat sessions, etc. Our course is organized by weekly modules.

Assignments:
You must notify me as soon as possible if you have an emergency that affects a quiz or homework deadline (it is YOUR responsibility). The best area to keep track of your assignments and when they are due is the Grades button in the left navigation of our Canvas course. Assignments are due on the due date specified and will be penalized 10% for each day (24 hours) late, up to a maximum of 3 days, after which the assignment cannot be accepted for

credit. All written work for this course must follow the Modern Language Association (MLA) format. Assignments will be submitted in Canvas, or as specified for each assignment. Emailed assignments will **NEVER** be accepted.

Reflections:
You are required to submit reflections on all the assignments that should provide feedback on what you thought of the assignments, what was difficult, what was easy, or additional questions you may have. More details will be provided.

Journal Entries:
A percent of your final grade will be determined by maintaining a personal online journal throughout the semester which reflect your personal observations or experiences relating to a particular topic of educational technology. More details will be provided.

Academic Integrity:
Students at The College of Saint Rose are expected to be honest in every aspect of their academic work. Plagiarism, cheating, academic misconduct, or any other submission of another's work as one's own is unacceptable. Students working in groups are each individually responsible for the academic integrity of the entire group project. In a situation where the course instructor determines that, more likely than not, a breach of academic integrity has occurred, the incident will be reported according to the Policy on Plagiarism and Academic Integrity.

Students with Disabilities:
If you are a student with a documented disability and require academic accommodations please register with Lynn Cantwell, the Director of Services for Students with Disabilities, located in the Academic Support Center on the 2nd floor of St. Joseph Hall (campus extension 2335 or 518-337-2335, off campus) for disability verification and for determination of recommended reasonable academic accommodations. After you have made arrangements with that office, please see me to discuss your accommodations. Please remember that timely notice will help avoid a delay in your receipt of accommodations.

The Writing Center:
The Writing Center offers half-hour and hour-long individual and small group tutoring sessions. Tutors assist students with any stages of the writing process: selecting a topic, brainstorming ideas, outlining, drafting, development, organization, research, documentation, and revision. While the Writing Center offers some drop-in hours, most sessions are by appointment. Students may call 518-454-5299 or stop by the Academic Support Center (on the second floor of Saint Joseph Hall) to schedule a tutorial session. For more information and the tutoring schedule, please visit www.strose.edu/writingcenter.

Grading:

Letter Grade Equivalents	
92-100	A
90-92	A-
88-90	B+
82-88	B
80-82	B-
78-80	C+
70-78	C
60-70	D
Below 60	F

Category	% of Final Grade
Assignments (class and labs)	30%
Independent Project (2 milestones @ 5% each, project 20%)	30%
Syllabus and Lab Quizzes	20%
Journal	10%
Reflections	10%

Course schedule will include the following modules. *Please Note: Please see Canvas site for details on assignments.*
- Google Documents
- Google Forms
- Google Spreadsheets
- Prezi
- Digital Storytelling
- Mobile Technology
- Assistive Technology
- Virtual Fieldtrips and Webquests
- Smart Boards
- Web Tools and Internet
- Graphic Organizers
- Games in Education