

FLORIDA STATE COLLEGE AT JACKSONVILLE

COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: EME 2040

COURSE TITLE: Introduction to Educational Technology

PREREQUISITE(S): None

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 4

CONTACT HOUR BREAKDOWN:

Lecture/Discussion:	3
Laboratory:	1
Other _____:	

FACULTY WORKLOAD POINTS: 3.7

STANDARDIZED CLASS SIZE ALLOCATION: 24

CATALOG COURSE DESCRIPTION: This course is an introduction to the classroom applications of educational technologies. The course includes a survey of educational hardware and software. Topics include multimedia, interactive media, ethics and legal issues and the internet.

SUGGESTED TEXT(S):

Set 1	<u>Shelley, Cashman, and Gunter <i>Microsoft Office Teachers Discovering and Integrating</i>. Thomson (Course Technology) (2003)</u>
	<u>Integrating Technology in the Classroom 3rd Shelly, Cashman, and Gunter</u> ; Thomson (Course Technology) (2004)
Set 2	<u>Teaching and Learning with Technology</u> , McDonald and Duffy Allyn, Bacon, and Pierson (2002)
	<u>Teachers Discovering and Integrating</u> ; Shelley, Cashman, and Gunter; Thomson (Course Technology) 2003

IMPLEMENTATION DATE: Spring Term, 1997 (972)

REVIEW OR MODIFICATION DATE: Fall Term, 2002 (20031)
Fall Term, 2005 (20061)
Fall Term, 2008 (20091) - Outline Review 2007

COURSE TOPICS	CONTACT HOURS <u>PER TOPIC</u>
I. Fundamentals of Microcomputer	1 - 6
A. Microcomputer Hardware	(1)
B. Microcomputer Software	(2)
C. Peripheral Devices	(1)
D. Networking the System	(1)
E. LAN and WAN	(1)
II. Word Processing	1 - 8
A. Fundamentals of Word Processing	(2)
B. Creating Course Materials	(2)
C. Creating Correspondence	(1)
D. Creating Presentation Materials	(2)
a). Parent Newsletter	
b). Community Involvement	
E. Linking E-mail and contact information to all correspondence	(1)
III. Electronic Spreadsheets	1 - 10
A. Fundamentals of Spreadsheets	(3)
B. Creating Grade Sheets	(2)
C. Using Spreadsheets Graphics	(2)
D. Creating Databases	(2)
E. Linking Spreadsheets and Databases	(1)
IV. Research and Online Databases	1 - 10
A. Internet Assisted Lesson Plans	(3)
B. Using the Internet	(2)
C. Using CD ROMS/Scandisk/Dipdisk	(1)
D. Legal & Ethical Issues	(2)
V. Multimedia	1 - 10
A. Fundamentals of Multimedia	(2)
B. Creating a CBT Application	(2)
Website scavenger hunt	
C. Adding Sound, Animation and Video	(1)
D. Using Multimedia in Internet Assisted Lesson Plans	(2)
E. Building Web Pages	(3)
VI. Internet Based Teaching Tools	1 - 6
A. Creating Web pages (optional)	(2)
Functional guides will be included within the shell	
B. Internet assisted lessons and training modules	(2)
C. Internet assisted researching tools.	(2)



**Florida State College
At Jacksonville**

**Course Learning Outcomes & Assessment
For All College Credit Courses**

NOTE: Use either the Tab key or mouse click to move from field to field. The box will expand to accommodate your entry.

Section 1		
COURSE PREFIX AND NUMBER: <u>EME 2040</u>		SEMESTER CREDIT HOURS: <u>3</u>
COURSE TITLE: <u>Introduction to Educational Technology</u>		
Section 2		
TYPE OF COURSE: (Click on the box to check all that apply)		
<input checked="" type="checkbox"/> AA Elective	<input type="checkbox"/> AS Required Professional Course	<input type="checkbox"/> College Prep
<input type="checkbox"/> AS Professional Elective	<input type="checkbox"/> AAS Required Professional Course	<input type="checkbox"/> Technical Certificate
<input type="checkbox"/> Other _____		
<input type="checkbox"/> General Education: (For General Education courses, you must also complete Section 3 and Section 7)		
Section 3 (If applicable)		
INDICATE BELOW THE DISCIPLINE AREA FOR GENERAL EDUCATION COURSES:		
<input type="checkbox"/> Communication	<input type="checkbox"/> Social & Behavioral Sciences	<input type="checkbox"/> Mathematics
<input type="checkbox"/> Natural Sciences	<input type="checkbox"/> Humanities	
Section 4		
INTELLECTUAL COMPETENCIES:		
<input checked="" type="checkbox"/> Reading	<input checked="" type="checkbox"/> Speaking	<input checked="" type="checkbox"/> Critical Analysis
<input checked="" type="checkbox"/> Writing	<input checked="" type="checkbox"/> Listening	<input checked="" type="checkbox"/> Information Literacy
<input checked="" type="checkbox"/> Quantitative Skills	<input checked="" type="checkbox"/> Ethical Judgment	<input checked="" type="checkbox"/> Scientific Method of Inquiry
<input checked="" type="checkbox"/> Working Collaboratively		
Section 5	LEARNING OUTCOMES	METHOD OF ASSESSMENT
• 1	Students will demonstrate knowledge of basic computer concepts and computer terminology	Students will demonstrate mastery of outcomes by:
• 2	Students will understand, evaluate, and use a variety of computer hardware and software.	Participation in group discussions.
• 3	Students will choose, evaluate, and use a variety of peripheral devices	Creating original products using Microsoft Office.
• 4	Students will assess and explain the differences in different networking techniques.	Graded Assignments
• 5	Students will create and design original products using Microsoft Word	Graded Test
• 6	Students will create and design original products using Microsoft Excel	Teamwork and collaboration among all students
• 7	Students will create and design original databases using Microsoft Access	
• 8	Students will create and design original products using Microsoft PowerPoint	
• 9	Students will create and design original products using Microsoft Front Page as an (optional web page design)	
• 10	Students will learn how to utilize the internet to aid in research and dissemination of information	
Section 6 Name of Person Completing This Form: _____		