Common Course Syllabus
Murray State University

Department: Department of Early Childhood and Elementary Education

Course Number: EDU 606
Credit hours: 3

I. TITLE: Preparation of Curriculum Materials

II. COURSE DESCRIPTION: A course involving the production of learning materials for use in the elementary, middle and secondary school

III. PURPOSE: This course will provide students with the knowledge and skills to create materials for the classroom, emphasizing the infusion of technology into the regular curriculum. Students will have opportunities to view demonstrations and to practice skills, and will provide professional leadership in their school or district.

IV. COURSE OBJECTIVES: Following each objective are numbers in parentheses that correspond to the Kentucky Teacher Standards (KTS) and the International Society for Technology in Education National Educational Technology Standards for Teachers (NETS*S).

Students will be able to:
A. demonstrate growth in technology knowledge and skills (NETS*S IB; KTS 6).
B. design creative and appropriate activities that make effective use of technologies to improve student learning (NETS*S IIA; KTS 6.2).
C. evaluate technology resources for usefulness and suitability for the classroom (NETS*S IIC).
D. provide professional leadership through a presentation to colleagues (KTS 10).

V. CONTENT OUTLINE:
A. Technology in Education
B. Review of Major Computer Programs
   Word, Reader, Kidspiration, Timeliner, PowerPoint, etc.
C. Review of Technologies
   E-mail, instant messaging, webpage creation, SmartBoards, data projectors
D. Review of Resources
   Electronic journals, websites, tutorials

VI. INSTRUCTIONAL ACTIVITIES:
A. Students will participate in exploration activities to investigate selected computer programs, technologies, and resources.
B. Students will prepare a proposal describing their project plan.
C. Students will create curriculum materials using technology.
D. Students will present their materials to their peers.

VII. FIELD, CLINICAL, AND/OR LABORATORY EXPERIENCES:
No field or clinical experiences are required.

VIII. RESOURCES: *Use of technology resources is required of all students.* Computers equipped with software such as PowerPoint, Reader, and Kidspiration are available in the College of Education Computer Labs, 1003 Alexander Hall. Lab workers are available to help students with computer programs. In addition, e-mail accounts are available to all students. A “Blackboard” webpage, containing the syllabus, course calendar, assignments, handouts, and other materials, is available online. Students are responsible for checking the Blackboard page for messages and reminders and for maintaining a current e-mail address listing on the Blackboard page.

IX. GRADING PROCEDURES:
Grading will follow the guideline specified in the graduate bulletin, i.e.:
A= Exceptionally high quality (90-100%), B=Good (80-89%), C= Satisfactory (70-79%), D= Poor (60-69%), E=Failure (below 60%).

Exploring Technology Unit…………..30%
Project Proposal ……………………..10%
Semester Project ……………………..50%
Presentation…………………………. 10%

A grade of I (incomplete) will **not** be given except under the following circumstances as described in the graduate bulletin: *A grade of I (incomplete) means that some relatively small part of the semester’s work remains undone because of sickness or other reason satisfactory to the instructor. This work must be completed during the next semester or summer session in which the student enrolls in the graduate program if credit for the course is to be gained.*

X. ATTENDANCE POLICY: This course adheres to the attendance policy found in the current *MSU Graduate Bulletin.*
Because this is an online class, it is imperative that students strive to meet all deadlines and to stay in contact with the instructor. Students are responsible for maintaining a working e-mail address on the Blackboard webpage and for checking e-mail and the Blackboard webpage for messages. Students who are not in contact with the instructor and are not current with their work may be reported to the Retention Office.

XI. ACADEMIC HONESTY POLICY:
This course adheres to the academic honesty policy found in the current *MU Graduate Bulletin.*
*(adopted by Board of Regents, February 14, 1975)*
“Cheating, plagiarism (submitting another person’s material as one’s own), or doing work for another person which will receive academic credit are all impermissible. This includes the use of unauthorized books, notebooks, or other sources in order to secure or give help during an examination, the unauthorized copying of examinations, assignments, reports, term papers or the presentation of unacknowledged material as if it were the student’s own work.
Disciplinary action may be taken beyond the academic discipline administered by the faculty member who teaches the course in which the cheating took place.

In addition, students WILL NOT receive credit for any work which was submitted for credit as part of another course. Any attempt to receive credit for such work will be considered academic dishonesty and will result in a failing grade for the course.

XII. TEXT AND REFERENCES: No text is required.

XIII. PREREQUISITES: none

XIV. STATEMENT OF AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY:
Murray State University does not discriminate on the basis of race, color, national origin, gender, sexual orientation, religion, age, disability, or veteran status in employment, student admissions, financial aid, student employment and placement or the provision of services and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford individuals with disabilities an equal opportunity to participate in all programs and activities.