



Graduate Course Syllabus

EDU 642C: Integration Specialist Toolbox

Center: Online

Course Prerequisites

None

Course Description

Students study state-of-the-art digital integration technology tools, resources, and methodologies for the K–12 classroom. This course develops the technical competencies and skills needed to collaborate with content area teachers. Topics range from digital resources and system network administration to end use applications.

Course Outcomes

- Collaborate with other educators within the school and district to incorporate contemporary digital tools and resources to maximize content learning in context
- Collaborate with other educators within the school and district to promote creative thinking and inventiveness using digital tools to engage students in real-world problem solving and learning
- Model the use of assistive and adaptive technologies and other digital resources to personalize learning
- Model collaborative knowledge construction to create more engaging learning experiences
- Promote and demonstrate effective use of digital tools and resources

Required Materials

Using your learning resources is critical to your success in this course. Please purchase directly through SNHU's online bookstore, [MBS Direct](#), rather than any other vendor. Purchasing directly from the bookstore ensures that you will obtain the correct materials and that the Help Desk, your advisor, and the instructor can provide you with support if you have problems.

The Technology Toolbelt for Teaching

S. Manning and K. E. Johnson

Jossey-Bass

2011

ISBN: 978-0-470-63424-0

Instructor Availability and Response Time

Your class interaction with the instructor and your classmates will take place on a regular, ongoing basis. Your instructor will be actively engaged within the course throughout the week. You will normally communicate with your instructor in the weekly discussions or the General Questions discussion topic so that your questions and the instructor's answers benefit the entire class. You should feel free, however, to communicate with your instructor via SNHU email at any time, particularly when you want to discuss something of a personal or sensitive nature. Your instructor will generally provide a response within 24 hours.

Grade Distribution

Assignment Category	Number of Graded Items	Point Value per Item	Total Points
Discussions	8	20	160
Short Papers	2	50	100
Journals	5	18	90
Group Presentation	1	45	45
Critical Task			
Milestones	2	75	150
ETIS Toolbox	1	200	200
Field Experience			
Lesson Plan Draft	1	55	55
Part A	1	100	100
Part B	1	100	100
		Total Course Points:	1,000

This course may also contain practice activities. The purpose of these non-graded activities is to assist you in mastering the learning outcomes in the graded activity items listed above.

University Grading System: Graduate

<i>Total Points. 1000</i>				
Grade	Numerical Equivalent	Points	Points Equivalent	
			<i>Lower</i>	<i>Upper</i>
A	93-100	4.00	930	1000
A-	90-92	3.67	900	929
B+	87-89	3.33	870	899
B	83-86	3.00	830	869
B-	80-82	2.67	800	829
C+	77-79	2.33	770	799
C	73-76	2.00	730	769
F	0-72	0.00	0	729
I	Incomplete			
IF	Incomplete/Failure*			
W	Withdrawn			

*Please refer to the [policy page](#) for information on the incomplete grade process.

Grading Guides

Specific activity directions, grading guides, posting requirements, and additional deadlines can be found in the Start Here area in the Assignment Guidelines and Rubrics folder.

Chalk & Wire

Specific assignments in this course are to be submitted to Chalk & Wire, the University's ePortfolio system. These items will be used as files for the Professional ePortfolio when completing the degree program. For additional information and instructions for accessing, starting a portfolio, and submitting an assignment to Chalk & Wire, please visit the [School of Education Portal](#), click on **Chalk and Wire ePortfolio** in the top left corner, and then click **User Guide** in the top left corner. With questions regarding Chalk & Wire, please contact the SNHU Instructional Support Helpdesk, available on mySNHU.

NOTE: All final projects must be submitted to the Chalk & Wire system. Students who do not submit their final project to Chalk & Wire will receive a grade of 0.

Weekly Assignment Schedule

All reading and assignment information can be found within each module of the course. Assignments and discussion posts during the first week of each term are due by 11:59 p.m. Eastern Time. Assignments and discussion posts for the remainder of the term are due by 11:59 p.m. of the student's local time zone.

In addition to the textbook readings that are listed, there may be additional required resources within each module.

Module	Topics and Assignments
1	<p>Technology Integration Specialist as Expert</p> <p><i>The Technology Toolbelt for Teaching</i>, Introduction and Chapters 1 and 22</p> <p>1-1 Discussion: Introduction and Digital Tools</p> <p>1-2 Short Paper: The Role of the Technology Integration Specialist</p> <p>1-3 Critical Task Review</p>
2	<p>Tools to Find Tools</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapter 2</p> <p>2-1 Discussion: Debate About Paid Subscription Applications</p> <p>2-2 Milestone One: Portfolio Platform and Applications</p> <p>2-3 Journal: Field Experience</p>
3	<p>Tools for Productivity</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapters 3, 4, and 7</p> <p>3-1 Discussion: Productivity Tools</p> <p>3-2 Field Experience: Lesson Plan Draft</p>
4	<p>Tools for Presentations</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapters 16, 17, and 18</p> <p>4-1 Journal: Presentation Media in the Classroom</p> <p>4-2 Milestone Two: Tutorial</p>
5	<p>Mind Mapping and Digital Storytelling</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapter 5</p> <p>5-1 Discussion: Mind Mapping/Digital Storytelling</p> <p>5-2 Journal: Mind Mapping/Digital Storytelling</p>
6	<p>Content Connections and Adaptive Technologies</p> <p>6-1 Discussion: Sharing a Tool or Skill</p> <p>6-2 Journal: Assistive Technologies</p>
7	<p>Social Media Tools: The Good, the Bad, and the Ugly</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapter 25</p> <p>7-1 Discussion: Debate About Facebook</p> <p>7-2 Group Presentation: Social Media in K–12 Education</p>
8	<p>Connecting Students With the Larger World</p> <p><i>The Technology Toolbelt for Teaching</i>, Chapters 9, 10, and 14</p> <p>8-1 Short Paper: Breaking Down the Walls</p> <p>8-2 Discussion: Virtual Field Trips</p>
9	<p>Tools to Build a Professional Network</p> <p>9-1 Journal: Reflection</p> <p>9-2 Critical Task: ETIS Toolbox</p> <p>9-2 Reminder: Upload to Chalk & Wire</p> <p>9-3 Field Experience Reminder</p>
10	<p>Using the Toolbox</p> <p>10-1 Discussion: Tool Reflection</p> <p>10-2 Field Experience Part A: Lesson Plan</p>

	10-3 Field Experience Part B: Reflection 10-4 Reminder: Upload to Chalk & Wire
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Attendance Policy

Online students are required to submit a graded assignment/discussion to Brightspace during the first week of class. If a student does not submit a posting to the graded assignment/discussion during the first week of class, the student is automatically withdrawn from the course for non-participation. Review the [full attendance policy](#).

Late Assignments Policy

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Review the [full late assignment policy](#).

SNHU College of Online and Continuing Education Student Handbook

Review the [student handbook](#).

Diversity and Disability Statement

The College of Online and Continuing Education (COCE) at SNHU values diversity and inclusion. SNHU strives to create inclusive and welcoming academic environments. If there are aspects of the instruction or design of this course that present barriers to your inclusion, please notify the Disability Resource Center (DRC) as soon as possible. We will work with you and your instructor to address needs and concerns. We encourage all students with known or suspected physical, medical, sensory, psychiatric, and/or learning disabilities to register with the Disability Resource Center (DRC) in order to assess learning needs and take advantage of available academic accommodations and support services.

SNHU does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, citizenship, marital status, gender identity or expression, sexual orientation, veteran/military status, or genetic information in its programs and activities. Requests for disabilities accommodations within COCE should be directed to:

Disability Resource Center (DRC)

(866) 305-9430

(877) 520-8916 (fax)

drc@snhu.edu

We welcome COCE students, faculty, and staff to consult with the Disability Resource Center (DRC) on disability-related questions or concerns. We look forward to hearing from you.

Complaints regarding discrimination and accommodations should be directed to:

(603) 645-9664
(603) 645-9717 (fax)
adacompliance@snhu.edu

Academic Honesty Policy

Southern New Hampshire University requires all students to adhere to high standards of integrity in their academic work. Activities such as plagiarism and cheating are not condoned by the university. Review the [full academic honesty policy](#).

Copyright Policy

Southern New Hampshire University abides by the provisions of United States Copyright Act (Title 17 of the United States Code). Any person who infringes the copyright law is liable. Review the [full copyright policy](#).

SNHU College of Online and Continuing Education Withdrawal Policy

Review the [full withdrawal policy](#).

Southern New Hampshire University Policies

More information about SNHU policies can be found on the [policy page](#).

Assessment Calibration and Student Work Samples

For the purpose of continuous improvement of our educational training, Southern New Hampshire University's College of Online and Continuing Education may, on occasion, utilize anonymous student work samples for internal professional development and staff training. If you have any questions or concerns, contact your advisor. If you would like to withdraw permission for use of your work, please contact the assessment calibration administrator at assessmentcalibration@snhu.edu. See [this document](#) for more information.