MIT 515 - Web Teaching: Design & Development
Fall 2010
3 Credits
Watson School of Education
University of North Carolina Wilmington

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Office: EB 239
Office Hours:
M: 4-6pm (Virtual)
T: 1-4pm
W: 12-3pm (Virtual)
R: 4-6pm
Class Time: R - 6:30 - 9:15
Classroom: EB 368

Course Description

Web Teaching: Design and Development is designed to help the students to acquire the knowledge and skills on how to create an interactive online learning environment and how to design, develop, deliver, and manage online or web-based instruction.

This course covers the theory, practice, and technology related to web teaching and learning; however, emphasis will be placed on teaching and learning than on technology.

The students will recognize the differences between face-to-face and online learning environment, select appropriate strategies for the design and delivery of a pedagogical sound online course.

Prerequisites

MIT 500 and 511

Course Objectives

At the completion of the course, the students will be able to:
- Compare the pros and cons of the face-to-face and online learning environment.
- Develop an online community of learners with each other.
- Distinguish objectivist and constructivist learning theories.

- Select appropriate instructional strategies based on learning theories.
- Engage in a variety of online learning activities.
- Describe the roles of instructors and students in the online learning environment.
- Identify the characteristics of online learners.
- Develop procedures for evaluating course effectiveness.
- Develop instrument for assessing online learning outcomes.
- Develop procedures for online course management.
- Design and develop a pedagogically sound online course.
- Identify the key considerations when deliver a course at a distance.

Course Website

http://learn.uncw.edu

Required Textbook

There is no required text.

Selected handouts will be distributed throughout the semester and will be made available via Blackboard 9.1.

Recommended Textbook

None

Required Supplies

Your own website. This will be discussed in detail during class so DO NOT BUY ANYTHING UNTIL THEN. I recommend the following company:

Icdsoft - $38.50

BE SURE TO USE THIS LINK TO THE BUY THE SITE:
http://icdsoft.com/promo-code/course359

Normally, the domain costs $72 but the company has given us a 50% discount by using the link with the promo code course359.

If you choose to buy a domain somewhere else be sure that you check with me first so that I can approve it. We need to make sure that the company will give you access to your own database to install Moodle, PhpBB, and Wordpress.

One USB Flash Drive with a minimum of 1 GB of memory but I recommend one with 5 GB or more. This flash drive should NOT be used for coursework other

than for this class since you may need to turn it in to the professor with some regularity. The drive needs to have a tag affixed to it, containing the student's name and course number. *Note: I will discuss this in detail during the first class. I recommend the SanDisk Mini (or a flash drive with a similar shape) because they easily fit into the USB port on the front/back of our computers. Check for rebates!*

Class Format

This is a hybrid course, meaning that some students will be physically in the classroom and others will be attending via Wimba. They way you attend is your choice. Please note in the schedule that some courses will be fully online.

Class Procedures

Class sessions typically involve discussions related to readings, demonstrations of examples, and hands-on practice of technology skills. Where new technical skills are being taught, assignments or 'individual skills' demonstrating competence in a skill will typically be required. At times, these work samples are assigned and evaluated during the same class session. Otherwise, work sample assignments are collected during the following class session.

Class lectures and workshops will be delivered only once. If you are absent during a class session and miss an in-class activity, attendance points cannot be earned (see grading policies). If you miss a class session. It is your responsibility to obtain the notes/information from other students in the class and watch the recorded class session. Check the course web site for assignments that have been missed.

This class is taught in the lab. When we are working on exercises or the instructor is presenting material, you are expected to follow along and pay attention. You are NOT to be reading email, surfing the web, working on assignments for this or other classes. Additionally, you are not to be using your cell phone for phone calls, text messaging or other activities. Cell phones are to be silenced or deactivated during class sessions.

Class Assignments and the Class Schedule:

Information about class assignments and the class schedule is updated weekly as the course progresses and is NOT included in this syllabus. YOU ARE RESPONSIBLE for checking the class web page on a weekly basis to learn about future assignments and the class schedule.

Assignments

Requirement	Points	Due Date (subject to

		change)
Course Proposal	5	9.9
Course Syllabus	11	9.30
Group Unit	11	10.21
Design Plan	5	10.21
Presentation	11	TBA
Evaluation	5	11.11
Individual unit	11	11.4
Social Tools	5	11.18
Homework	20	See Schedule
Reflection	5	11.18
Attendance	11	See policy

Grading Policy

Descriptions of each assignment, as well as evaluation criteria, will be provided throughout the course **and are available on the course website. Do not look at assignments on the website until I go over the assignment in class**. The dates listed for assignments may change as the semester progresses (don't worry--you'll be notified of any changes in class and via email!). Nonetheless, I expect assignments to be completed on time. **The standard policy regarding late assignments is 10% penalty for late assignments turned in within 1 week of due date and 50% penalty for assignments turned in thereafter until the end of the course (defined as the last regular class session).** I use this system even in the event of excusable situations, such as minor sicknesses or other unforeseen conflicts. However, any exceptions to this policy are made at my discretion. **If you have conflicts, or something unexpected arises, do no hesitate to contact me, and we'll arrive at a solution together and develop a contract by email, please save this email for your records. If you do have a situation, you must contact me immediately. If you contact me after the fact, its too late at that point.**

Students who miss or fail to complete graded assignments will receive a grade of zero for that assignment. If you are ill or have a serious problem that prevents your attending class on the day of a due assignment, **please contact me PRIOR to the class/due date to discuss alternatives.** Additionally, students with incomplete assignments at the end of the course will be given the earned final grade. Incompletes (I's) will not be given except under extenuating circumstances that are discussed with the instructor prior to assignment of final grades. If these circumstances do arrive, we will draft up a document stating the agreement.

The final grades are assigned as follows:

Letter Grade	Points

A	93.5 - 100
A -	90.0 - 93.4
B+	86.5 -89.9
B	83.5 –86.4
B-	80.0 - 83.4
C+	76.5 - 79.9
C	73.5 – 76.4
C-	70.0 – 73.4

Examination Policy

There will not be a formal exam in this class. This class is project based.

Participation

Participation will be assessed through a variety of ongoing course activities. These will include in-class and out-of-class assignments, and class discussions.

Timeliness of Presentations

If you are unable to do a presentation because you were having technical problems, you must notify me at least one week in advance so that we could have time to remediate your problems. I cannot excuse you from doing a scheduled presentation because you had technical difficulties.

Quality of Your Work

You will be expected to put no less than 100% effort into the work of this course. Consequently, I reserve the right to reject any work including units, web pages, and presentations that signifies minimal effort and does not reflect the high quality expected in our graduates. A part of each assignment will be graded on what I call the 'Wow Factor'. This part of your grade is based on quality, appearance, and professionalism given in the assignment. If your project looks as if it was thrown together at the last minute even though you met all of the other requirements, you will not receive points for the wow factor. If you have questions on the wow factor for each assignment, please ask me at least one week before the assignment is due.

Attendance Policy

Class participation includes being current in readings, participating in lectures, discussions, class exercises, and lab sessions. Students are expected to attend class and come prepared. Reading assignments should be done prior to class coverage of the material.

Students are expected to attend all classes. If you miss a class session, it is your responsibility to obtain the notes/information from other students in the class. Please try to contact me prior to class if you cannot attend. Check the course web site for assignments that have been missed.

Attendance will be taken every class. Everyone will probably have a conflict, illness, or special circumstance that will force him or her to miss class at some point. You are permitted to miss a total of 1 class without penalty (EXCUSED OR UNEXCUSED). **On the 2nd absence, you will lose 5 attendance points as listed in the point section of the syllabus. On the 3rd absence, you will lose the remaining 6 points of the 11, dropping you a full letter grade. On the 4th absence and each after your grade will drop a full letter grade.** Accruing more than five absences is grounds for failure of the course. Chronic tardiness will also count as an absence at the discretion of the instructor.

If you come to class after roll was taken, it is your responsibility to inform me that you were present. I take roll in the beginning of class so if you are late, please make sure you see me after class to ensure I didn't mark you absent. If you miss class, it is your responsibility to obtain class notes.

Note: It doesn't matter if your absence is excused or not, the above policy stands regardless.

Academic Honesty and Integrity

From the Faculty Handbook:

I. THE UNCW STUDENT ACADEMIC HONOR CODE

The University of North Carolina Wilmington is a community of high academic standards where academic integrity is valued. UNCW students are committed to honesty and truthfulness in academic inquiry and in the pursuit of knowledge. This commitment begins when new students matriculate at UNCW, continues as they create work of the highest quality while part of the university community, and endures as a core value throughout their lives.

II. THE UNCW HONOR PLEDGE

All students enrolled at UNCW are subject to the UNCW Student Academic Honor Code (hereafter referred to as the Honor Code), which is intended to help every member of the UNCW community appreciate the high value placed on academic integrity and the means that will be employed to ensure its preservation. Students are expected to perpetuate a campus culture where each student does his or her own work while relying on appropriate resources for assistance. In such a climate students enjoy a special trust that they are members of a unique community where one's thoughts and words are attributed

correctly and with proper ownership, and where there is little need for systems to sanction those who cheat. As such, all UNCW students shall commit to the principles and spirit of the Honor Code by adhering to the following pledge:

"As a student at The University of North Carolina Wilmington, I am committed to honesty and truthfulness in academic inquiry and in the pursuit of knowledge. I pledge to uphold and promote the UNCW Student Academic Honor Code."

*Please see Policy 04.100 in the faculty handbook for more information:

http://www.uncw.edu/fac_handbook/responsibilities/teaching/honor%20code.html

*Students caught cheating in any way will automatically fail the course.

Disability Access Statement

Please see Policy 04.190 in the faculty handbook for information on UNCW's policy.

Class Cancellations by the Instructor

If there is an emergency and I need to cancel class I will send you an email as soon as possible. I will then create an alternative assignment for that week and you will be given directions. Please be sure to check your email before class to ensure that it is not cancelled.

Web Classes

During the course, you may have "web classes." This does not mean that class is cancelled. It means that class activities are posted on the web or that I cannot be in the classroom and everyone will be virtual for the class. You should complete the assignments on the class web page as they are posted. Do not wait until the last minute. Remember that these assignments take the place of class meetings and are given in addition to other course requirements.

Back-up Disks & Saving Files

SAVE OFTEN AND ALWAYS MAKE BACK-UP'S OF YOUR WORK ON A SECOND DISK OR FLASH DRIVE! I cannot accept the excuse that you lost your files. Please make back-ups. Assume that you will lose files, therefore, you must have a back-up.

You are expected to produce a copy of any files that you create in this course if requested! If you cannot produce it, you will not be given credit for you work.

You are responsible for all work in this course, therefore, you must always protect your work by saving often and making a second back-up copy.

Contacting me

Contact me at: pastorer@uncw.edu
TITLE/Subject YOUR EMAIL "CLASS: MIT 515". I receive many emails each day and will respond to student emails first, so if you want me to respond asap, please use the requested subject.

I will not respond to email sent to any other address.

If I do not respond to your email within 24 hours, please send another.

*Please contact me by email first. If you want to contact me by phone, please set up an appointment to ensure that I am in my office. Do not rely on my voicemail – Call me back and send me an email so that I know you called.

Office Hours

You are welcome to stop in during office hours, but I have to give first preference to persons who make appointments.

Virtual Office Hours

Please make an appointment to meet with me during virtual office hours. Do not assume I will be on campus during this time. Since the hours are virtual, I may be working off campus.

Feedback on Your Work

I correct most of your work at the midterm and end of the semester because this is when most assignments are due. In some instances, I may correct your work at other times during the semester. I STRONGLY suggest that you get feedback from me BEFORE an assignment is due. If you are wondering about your grade status or an evaluation of a particular assignment, then your should see me to schedule a time to meet.