

**Grande Prairie Regional College
Teacher's Assistant Program
Course Outline**

TA 1367 Technology In The Classroom

Dates: September 10, 2007 to December 10, 2007
Credits: 2 (30 hours)
Location: A305
Times: Mondays 2:30 – 4:20
Instructor: Tanya Ray
Office: E401 - 14
Phone: 539 - 2754
Email: tray@gprc.ab.ca
Office hours: TBA

Course Description:

This course provides students with the competence required to support children in their use of technology. It provides opportunities for students to acquire basic knowledge of computer software, peripherals, and assistive technology.

Text: None, but readings and modules will be provided.

Teaching Methods: Lectures will incorporate modules, A.V. materials, discussion, small group work, and a great deal of hands on work on the computers.

Grading Policy: A final grade of D must be obtained to pass this course. The final grade is based on 90% assignments, 10% attendance/participation.

Class Policies:

It is the right of the students and of the instructor to create a favorable learning/teaching environment. It is the responsibility of the student and the instructor to engage in appropriate adult behaviors that positively support learning. This includes, but is not limited to, treating others with dignity and respect.

The student must be familiar with the student handbook and student's rights and responsibilities found in the college calendar.

- Regular attendance and active class participation help you understand the content and be a successful student. Absence from 20% and over of the class hours will result in a grade of 0 for attendance/participation.
- Assignments are due in class or before 4:30 on the assignment due date. Late assignments will be deducted 1% per day, including weekends.
- All work should be typewritten and double-spaced. Points will be deducted or the work may be required to be rewritten when there is significant spelling or grammatical errors. Refer to the college calendar for assignment submission guidelines.
- Graded assignments will normally be returned within two weeks.
- Changes to this course outline will be discussed with you in class.

Course Objectives:

Upon completion of the course learners will demonstrate written and/or practical competencies in the topic areas listed below.

1. Technology and communication
2. Computers as instructional tools
3. Technology strategies for students with various exceptionalities

Grades:

Grande Prairie Regional College uses the **ALPHA** grading system. This system is described in the table

Grade	Descriptor
A + A	Excellent
A - B+	First Class Standing
B B -	Good
C + C C -	Satisfactory
D + D	Poor
F	Failure

In order to obtain credit for this course, students must achieve a grade of D

Absences:

Should a student need to be absent from a class, it is the student's responsibility to obtain material missed from classmates. If you need further explanation, the instructor will be available to you.

Late arrival:

Late arrivals are disruptive to the class. If you must arrive late, take the first seat available closest to the door. Get information about material missed from your classmates at breaks or after class. Avoid asking neighbors during class for information you missed. It disrupts that person's learning as they shift their attention from current class content to addressing your needs.

USEFUL WEB SITES

There is a vast amount of computer skill instruction material on the web. Below are listed just a few of the sites you might find useful.

Note: If while surfing through computer skill and software sites you find one (or more) that is particularly helpful, interesting, or fun, it would be appreciated if you would email the url to the instructor.

Shelley, et al., (3rd ed.). [on-line] *Teachers Discovering Computers: Integrating technology in the classroom.* <http://www.scsite.com/tdc3>

EZInstructions.com for Computer Novices
<http://www.ezinstructions.com/>

- This site includes instructions for the use of
 - Windows
 - AOL
 - Microsoft Word
 - Microsoft Excel
 - Netscape Navigator
 - Internet Explorer
 - Outlook Express
 - Microsoft Works
 - Anti-virus programs
 - Graphic Programs
- There are also a multitude of tips and virus alerts.
- Links to search sites are provided.
- Links to a variety of other interesting and / or fun sites are included.

Computer Instruction Modules
Washtenaw Community College
<http://courses.wccnet.org/computer/mod/>

- Includes eleven modules, some more advanced than required in this course, but many applicable.

This course has no final exam.