EDTECH 524: Field Experience in Online Teaching

Fall 2012: Aug. 27- Dec. 7 (A total of continuous 8 weeks spread out the semester)

2 Credits Online Course
Boise State University, Department of Educational Technology
EDTECH Website: http://edtech.boisestate.edu

Instructor information
Dr. Dazhi Yang
Phone: (208) 426-3212
E-Mail: dazhiyang@boisestate.edu
Location: Room 315 of the College of Education Building
Office Hours: TBA
Virtual meetings may be scheduled by appointment.

Instructor E-Mail Response Time
I typically respond to e-mail twice per day Monday through Friday during the semester. Exceptions to this rule occur when there is a holiday, BSU break, or during other unavoidable situations that sometimes come up (e.g. power failure, out of town presenting a paper, etc.). If you send an e-mail during the week you should typically have a reply within 24 hours. If you do not receive a reply to your e-mail within a reasonable period of time please send it again. Sometimes e-mail is captured by SPAM filters, is addressed incorrectly, or just simply does not make it through. Also, check your own e-mail filters that screen out junk mail. In the past, my replies to students have sometimes been filtered out and were later located in the junk e-mail or SPAM folder.

Course description
Online teaching internship in a Pre-K-12 online school or program. Students will participate in a hands-on field experience for the purpose of observing the effective management and instruction of learning in a fully online environment for a total of 8 weeks, which can start at the beginning, middle or toward the second part of a semester. Permission of Instructor Required for enrolling in this course. Graded pass/fail. (P/F) only.

Since this is a field experience class, we usually place you in one of the virtual schools that have partnership with the BSU Ed Tech Department. This semester, the Idaho Digital Learning Academy (IDLA) will be the host K-12 online school for our Edtech 524 course. You can also work with another virtual school at your choice. However, you must discuss your own choice of school and get the course instructor's permission prior to the semester starts because it takes time for the course instructor to form a partnership with your choice of school. Depending on the complexity of the partnership between BSU and the host schools and the agreements between two parties, the amount of time/effort invested varies.
**Special Note:** For students who plan to take this course, please contact the instructor as soon as possible for finger prints and background checking. It takes at least 4-6 weeks to complete one's background checks. You must be cleared before you start to work with students. Please be aware that the State of Idaho requires every student teacher to be cleared in Idaho and Idaho doesn't accept digital finger prints. You'll receive a print package with instructions for your finger print and you must mail the finger print card back to Boise State University's Teacher Education Office.

**Course Goals**

- Obtain a hands-on field experience in a fully online K-12 environment.
- Gain online teaching experience in a Pre-K-12 setting.

**Course Location and Login Information**

This is an online course hosted on the EDTECH Moodle site at: [http://edtech.mrooms.org/](http://edtech.mrooms.org/)

Firefox is the recommended browser for Moodle: [http://www.mozilla.com](http://www.mozilla.com)

Logging in to Moodle:

- If you have taken courses with us before in Moodle, then login as you did before. If you have lost your password, click the "Forgotten your username or password?" link under the login area of the EDTECH Moodle site: [http://edtech.mrooms.org/login/index.php](http://edtech.mrooms.org/login/index.php)
- If you have never taken a course in the EDTECH Moodle then you will need to create a new account. Click the "Create new account" button on the Moodle login page: [http://edtech.mrooms.org/login/index.php](http://edtech.mrooms.org/login/index.php)

When you login to Moodle look for a link to EDTECH 524-4172 (Yang): FA12.

**Course Materials**

- Edtech 524 course syllabus.
- Instructions for major phrases (Preparation and Orientation; Entering the Field; Working with Mentor Teachers and K-12 Students; and Wrapping Up) of the course.
- K-12 Online Teaching Endorsement Online Field Experience Guide.
- K-12 Online Teaching Endorsement Competency Check-list.
- Idaho K-12 Online Standards.
- Webcam or other digital video cameras for video conferences.
- Supplementary reading materials (such as information security and assurance in K-12 classrooms).

All reading materials and other online resources are available in the Moodle course site.

**Course Alignment to the Idaho K-12 Online Standards**

This course aligns to the *Idaho K-12 Online Standards.*

<table>
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<tr>
<th>Major Category</th>
<th>Description</th>
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| Standard #1: Knowledge of Online Education | The online teacher understands the central concepts, tools of inquiry, and structures in online instruction and creates learning experiences that take advantage of the transformative potential in online learning environments. |
| Standard #5: Classroom Motivation and Management Skills | The teacher understands individual and group motivation and behavior and creates a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation. |
| Standard #6: Communication Skills, Networking, and Community Building | The online teacher uses a variety of communication techniques including verbal, nonverbal, and media to foster inquiry, collaboration, and supportive interaction in and beyond the classroom. |
| Standard #7: Instructional Planning Skills | The online teacher plans and prepares instruction based upon knowledge of subject matter, students, the community, and curriculum goals. |
| Standard #10: Partnerships | The online teacher interacts in a professional, effective manner with colleagues, parents, and other members of the community to support students' learning and well being. |

**Final Grades for EDTECH 524: Field Experience in Online Teaching**

- This is a pass/fail (P/F) course and teacher candidates must pass EDTECH 524 in order to apply this course towards obtaining the K-12 Online Teaching Endorsement if they desire so.
- The final P or F will be assigned by the course instructor, Dr. Dazhi Yang based on the mid-term report and final report the students submitted.
- Incomplete granted only with departmental approval.

**Late Work**

Late work must be negotiated with course instructor or your mentor teacher(s) otherwise due dates are firm.

**Technical Difficulties**

On occasion, you may experience problems accessing Moodle or class files located within Moodle, Internet service connection problems, and/or other computer related problems. Do make the instructor aware if a technical problem prevents you from completing coursework.

**Reasonable Accommodations**

Any student who feels s/he may need accommodations based on the impact of a disability should contact me privately to discuss specific needs. You will also need to contact the Disability Resource Center at 208-426-1583 to meet with a specialist and coordinate reasonable accommodations for any documented disability.
Academic Honesty
We will follow the [BSU Student Code of Conduct](#) and also observe [U.S. copyright laws](#) in this course.

In the event of academic dishonesty a complaint is filed with the BSU Student Conduct Office with supporting documentation. This complaint remains on file and actions may be taken against the student (e.g., loss or credit, grade reduction, expulsion, etc.).

Course Schedule
This course is structured in four parts. The tentative start and end dates are shown in the table below. When you login to the EDTECH 524 Moodle course site you will see instructions and documents are provided there for you.


2. *Entering the Field*: Conduct mentor teacher interviews and design/develop your field experience plan. Submit a report of your online field experience plan.


4. *Wrapping Up*: Wrap up the field teaching experience and submit your final report signed by your mentor teacher(s) and yourself.

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<tr>
<th>Weeks</th>
<th>Start</th>
<th>End</th>
<th>Activities</th>
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<tbody>
<tr>
<td>0 through 1</td>
<td>Aug. 27</td>
<td>Oct. 1</td>
<td>Part 1: Preparation and Orientation (This only accounts as one of the 8 required weeks)</td>
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In the first several weeks of the semester mostly before Oct. 1, which is the initial start date for this course, you will need to finish all the preparation and get ready to enter a K-12 online environment. Please be aware that Idaho requires all student teachers to get cleared in the state of Idaho. If you live or reside in another state and have cleared in other states, you are still required to do your finger prints for this class if you are to be placed in an Idaho virtual schools. Please also be aware that Idaho can't accept digital finger prints, so you'll have to return the finger prints cards via mail. This complicates things and requires a longer time period for getting cleared. Thus, I recommend you start your finger prints process as soon as possible by contact the course instructor.

Goal: Get your finger prints and background check done (Specific instructions for this progress are available in Instructions for Part I: Preparation and Orientation).
Part 2: Entering the Field: Conduct interviews with mentor teacher(s) and design/develop your field experience plan. During this part, you'll also need to complete the tutorial lessons/sessions whatever is required by your host schools in order to get familiar with the specific online course management systems in your host school.

Goal: Meet your mentor teacher(s) and develop your field experience plan. Please submit a brief report of your online field experience plan which you discussed with your mentor teacher(s) to Dr. Dazhi Yang.

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<th>Weeks</th>
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<td>2</td>
<td>Oct. 8</td>
<td>Oct. 19</td>
<td>Part 2: Entering the Field: Conduct interviews with mentor teacher(s) and design/develop your field experience plan. During this part, you'll also need to complete the tutorial lessons/sessions whatever is required by your host schools in order to get familiar with the specific online course management systems in your host school. Goal: Meet your mentor teacher(s) and develop your field experience plan. Please submit a brief report of your online field experience plan which you discussed with your mentor teacher(s) to Dr. Dazhi Yang.</td>
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<td>4</td>
<td>Oct. 22</td>
<td>Nov. 16</td>
<td>Part 3: Working with K-12 students as well as mentor teachers</td>
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<td>During this portion of the course you will gain hands on experience working with K-12 students, communicating with their parents or guardians, etc. During this part of the experience, you'll need to submit a mid-term report/self-evaluation to Dr. Dazhi Yang. Please also read the helpful resources selected by course supervisor which will help your involvement in a full K-12 online environment. Goal: Gain hands on experience working with K-12 teachers and immerse in a full online K-12 learning environment.</td>
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<td>8</td>
<td>Nov. 19</td>
<td>Dec. 7</td>
<td>Part 4: Wrapping Up</td>
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<td>A final report will need to be submitted to Dr. Dazhi Yang documenting your satisfactory performance during the required 8 weeks' online field experience. Final report requires your signature as well as your mentor teacher(s)'. Specific due date of the final report will be determined and announced around Nov. 19. Goal: Wrap up the online field experience and submit the final report.</td>
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BSU Academic Calendar

Please refer to the BSU Academic Calendar for University dates and deadlines: [http://registrar.boisestate.edu/academic-calendar.shtml](http://registrar.boisestate.edu/academic-calendar.shtml)

College of Education - The Professional Educator

Boise State University strives to develop knowledgeable educators who integrate complex roles and dispositions in the service of diverse communities of learners. Believing that all children, adolescents, and adults can learn, educators dedicate themselves to supporting that learning. Using effective approaches that promote high levels of student achievement, educators create environments that prepare learners to be citizens who contribute to a complex world. Educators serve learners as reflective practitioners, scholars and artists, problem solvers, and partners.

Department of Educational Technology Mission

The Department of Educational Technology is a diverse and international network of scholars, professional educators and candidates who:
• Lead research and innovations in online teaching and learning
• Model, promote, manage, and evaluate digital-age work and learning resources in educational environments
• Inspire creativity and expertise in digital media literacy
• Design and develop imaginative learning environments
• Empower learners to be evolving digital citizens who advocate cultural understanding and global responsibility
• Promote and pattern participatory culture, professional practice, and lifelong learning
• Forge connections between research, policy, and practice in educational technology

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