



**College of Education and Human Development
Division of Special Education and disAbility Research**

Fall 2016

EDSE 517 611: Computer Applications for Special Populations
CRN: 82532, 3 - Credits

Instructor: Dr. Tara Jeffs	Meeting Dates: 09/12/16 – 11/14/16
Phone: (252-321-0108.)	Meeting Day(s): Asynchronous
E-Mail: (tjeffs@gmail.com.)	Meeting Time(s): Asynchronous
Office Hours: (Monday 7pm -10 pm or email to make appointment.)	Meeting Location: NET

***Note:** This syllabus may change according to class needs. Students will be advised of any changes immediately through George Mason e-mail and/or through Blackboard.*

Course Description

Lecture and laboratory course for teachers of special populations in applications of computer technology for instructional programs and computer skills. Students learn to use computer technology designed for special populations.

Prerequisite(s): Graduate standing, or permission of instructor

Co-requisite(s): None

Advising Contact Information

Please make sure that you are being advised on a regular basis as to your status and progress through your program. Mason M.Ed. and Certificate students should contact the Special Education Advising Office at (703) 993-3670 for assistance. All other students should refer to their faculty advisor.

Advising Tip

Did you know you can order an official transcript through Patriotweb? Logon to Patriotweb. Select Student Services. Select Student Records. Select Order Official Transcript.

Nature of Course Delivery

[This class is 100 % online and will provide you with a learning opportunity that will engage you in the following activities but in non- traditional ways. For example, class lecture are presented in narrated PowerPoint presentations. You will be experiencing various technology used in designing and delivering the learning environment.

Learning activities include the following:

1. Class lecture and discussion
2. Application activities
3. Small group activities and assignments
4. Video and other media supports
5. Research and presentation activities
6. Electronic supplements and activities via Blackboard

DELIVERY METHOD:

This course will be delivered online using an (asynchronous flexible schedule, no set time for being online to access course) format via the Blackboard learning management system (LMS) housed in the MyMason portal. You will log in to the Blackboard course site using your Mason email name (everything before “@masonlive.gmu.edu) and email password. The course site will be available on **(September 12, 2016)**

TECHNICAL REQUIREMENTS:

To participate in this course, students will need the following resources:

- High-speed Internet access with a standard up-to-date browser, either Internet Explorer or Mozilla Firefox. Opera and Safari are not compatible with Blackboard;
- Consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course
- Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of the course requirements.
- The following software plug-ins for Pcs and Macs respectively, available for free downloading by clicking on the link next to each plug-in:
 - Adobe Acrobat Reader: <http://get.adobe.com/reader/>
 - Windows Media Player: <http://windows.microsoft.com/en-US/windows/downloads/windows-media-player>
 - Apple QuickTime Player: www.apple.com/quicktime/download/
- A headset microphone for use with the Blackboard Collaborate web conferencing tool

EXPECTATIONS:

- **Course Week:** Refer to the asynchronous bullet below is your course is asynchronous or the synchronous bullet if your course is synchronous.

- **Asynchronous:** Because online courses do not have a “fixed” meeting day, our week will **start** on (**Monday**), and **finish** on (**Sunday**).
- **Synchronous:** Our course week will begin on the day that our synchronous meeting take place as indicated on the Schedule of Classes.
- **Log-in Frequency:** Refer to the asynchronous bullet below is your course is asynchronous or the synchronous bullet if your course is synchronous.
 - **Asynchronous:** Students must actively check the course Blackboard site and their GMU email for communications from the instructor, at a minimum this should be 2 times per week.
 - **Synchronous:** Students must log-in for all scheduled online synchronous meetings. In addition, students must actively check the course Blackboard site and their GMU email for communications from the instructor, at a minimum this should be 2 times per week.
- **Participation:** Students are expected to actively engage in all course activities throughout the semester, which include viewing of all course materials, completing course activities and assignments, and participating in course discussions and group interactions.
- **Technical Competence:** Students are expected to demonstrate competence in the use of all course technology. Students are expected to seek assistance if they are struggling with technical components of the course. Contact ITU (<http://itservices.gmu.edu/help.cfm>) at (703) 993-8870 or support@gmu.edu.
- **Technical Issues:** Students should expect that they could experience some technical difficulties at some point in the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
- **Workload:** Expect to log in to this course **at least three times a week** to read announcements, participate in the discussions, and work on course materials. Remember, this course is **not** self-paced. There are **specific deadlines** and **due dates** listed in the **CLASS SCHEDULE** section of this syllabus to which you are expected to adhere. It is the student’s responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.

Netiquette: Our goal is to be **collaborative**, not combative. Experience shows that even an innocent remark in the online environment can be misconstrued. I suggest that you always re-read your responses carefully before you post them to encourage others from taking them as personal attacks. **Be positive in your approach to others and diplomatic with your words.** I will do the same. Remember, you are not competing with each other but sharing information and learning from one another as well as from the instructor.

Learner Outcomes

Upon completion of this course, students will be able to:

1. Demonstrate an understanding of the history of assistive technology.
2. Describe and implement a comprehensive set of procedures for software review and evaluation for specific populations.
3. Describe and utilize key devices and software tools designed to help individuals with disabilities in educational settings including learning, physical, sensory, and intellectual disabilities.
4. Describe key features in selecting and using an augmentative and alternative communication device for an individual
5. Define the issues related to the accessibility of the Internet by individuals with disabilities.
6. Evaluate and select appropriate web-based activities for individuals with disabilities.
7. Adapt and modify general education curriculum and class activities using assistive technology to meet the needs of diverse learners.
8. Design an appropriate technology integrated lesson plan for a specific special education population.

Required Textbooks

Dell, A., Newton, D., & Petroff, J. Assistive Technology in the Classroom: Enhancing the School Experiences of Students with Disabilities (3rd ed). Upper Saddle River, NJ: Pearson. ISBN-13: 978-0134170411, ISBN-10: 0134170415.

Course Relationships to Program Goals and Professional Organizations

This course is part of the George Mason University, Graduate School of Education (GSE), Masters in Special Education Program. This program complies with the standards for teacher licensure established by the Council for Exceptional Children (CEC), the major special education professional organization. The CEC standards that will be addressed in this class include Standard 2: Learning environments; Standard 5: Instructional planning and strategies.

GMU Policies and Resources for Students:

- a. Students must adhere to the guidelines of the George Mason University Honor Code [See <http://oai.gmu.edu/the-mason-honor-code/>].
- b. Students must follow the university policy for Responsible Use of Computing [See <http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>].
- c. Students are responsible for the content of university communications sent to their George Mason University email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students solely through their Mason email account.

d. The George Mason University Counseling and Psychological Services (CAPS) staff consists of professional counseling and clinical psychologists, social workers, and counselors who offer a wide range of services (e.g., individual and group counseling, workshops and outreach programs) to enhance students' personal experience and academic performance [See <http://caps.gmu.edu/>].

e. Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services and inform their instructor, in writing, as soon as possible. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor. [See <http://ods.gmu.edu/>].

f. Students must follow the university policy stating that all sound emitting devices shall be turned off during class unless otherwise authorized by the instructor.

g. The George Mason University Writing Center staff provides a variety of resources and services (e.g., tutoring, workshops, writing guides, handbooks) intended to support students as they work to construct and share knowledge through writing [See <http://writingcenter.gmu.edu/>].

Professional Dispositions

Students are expected to exhibit professional behaviors and dispositions at all times.

Core Values Commitment

The College of Education & Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles. [See <http://cehd.gmu.edu/values/>]

For additional information on the College of Education and Human Development, Graduate School of Education, please visit our website [See <http://gse.gmu.edu/>]

Course Policies & Expectations

Attendance.

Students are expected to actively engage in all course activities throughout the semester, which include viewing of all course materials, completing course activities and assignments, and participating in course discussions and group interactions. Grading for work completed in Lectures and Labs is specifically outlined in Lessons and Labs Participation within the Other Assignments section of the syllabus. Please note that while only certain learning elements are assessed through “grades”, the instructor can still assess student involvement and engagement using other measures. Blackboard enables the instructor to view such data as login dates, duration of time spent online, access to specific content elements, and more. The instructor will use this data along with course grades to ensure that students are actively engaged in the course. Students struggling to complete work on time or who appear to not be engaging with course content will be asked to conference with the instructor.

Other Course Expectations

Students are expected to actively engage in all course activities throughout the semester, which include viewing of all course materials, completing course activities and assignments, and participating in course discussions and group interactions.

Students are expected to demonstrate competence in the use of all course technology. Students are expected to seek assistance if they are struggling with technical components of the course.

Students should expect that they could experience some technical difficulties at some point in the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.

Students will use APA 6th Edition guidelines (<http://www.apastyle.org>) for all course assignments. In particular, it is expected that you know how to paraphrase and cite information appropriately to meet both APA guidelines and to avoid plagiarism.

We will use person-first language in our class discussions and written assignments (and ideally in our professional practice). Please refer to the following website:
<https://adata.org/factsheet/ADANN-writin>

Note: As you may know, this course is intensive because it is not held for a full semester (i.e., there are 8 weeks- for this course). Former students who have taken this class in the Fall/Spring semester said that completing a certain Lesson & Lab (e.g., the AT for students with Physical Disabilities Lesson and Lab) would take 2-3 hours; this makes perfect sense because a certain Lesson & Lab module is equivalent to one graduate level face-to-face class with a duration of 2 hours and 40 minutes). If this class were face-to-face, we would meet twice a week. With all of the given estimated time in mind, I would like you to plan out a schedule that meets your needs. I divided this course into three broad topics and organized the learning activities weekly. Each broad topic has a different number of activities and thus, the duration to complete each broad topic also varies (please see the proposed Course Schedule on the next page; Course schedule is subject to change for any unforeseen interruptions).

Plan Ahead for Success!! Each Lesson and Lab module has a list of activities and thus you will NOT be able to complete them if you wait too long as the due dates get closer. Again, a certain Lesson and Lab module will take 2-3 hours to complete. Please plan ahead accordingly to fit your busy life schedules.

Late Work.

All activities and assignments should be submitted through Blackboard by 11:59 pm on the dates indicated.

Module Lessons and Labs

As specified under Lessons and Labs Participation within the Assignments section of the syllabus, all activities must be completed by the specified due date to receive participation points for each Lesson and Lab. Upon completing all of the required activities, students will be marked as C (Completed!) for a certain Lesson/Lab. If not all activities are completed, students will be marked as IN (Incomplete!) for a certain Lesson/Lab in the My Grades section on Blackboard. Late work will not receive credit. The instructor recognizes that unexpected challenges may arise during the semester and, therefore, will allow students to request a one-time extension that they can apply to a specific Lesson (such as the physical disabilities lesson) and another for a specific Lab (such as the AT for Writing Lab). Please note that the one-time extension is NOT for a whole module group, but a specific Lesson/Lab. Students must request the extension by emailing the instructor prior to the original due date; requests made after 11:59 pm on the specified due date will not be honored. Students do not need to receive confirmation from the instructor to assume they have received the extension; it will be automatic as long as it is the first request. The deadline for extended work will be 11:59pm Saturday instead of specified 11:59 pm Monday. All extensions will be tracked in the Blackboard gradebook.

Course Assignments (Software Review, Technology Tools, Lesson Plan)

In fairness to students who make the effort to submit assignments on time, there will be a 10% cost reduction per day for late papers (For example, a 20-point assignment will lose 2 points per day while a 50-point assignment will lose 5 points per day). All assignments should reflect graduate-level spelling, syntax, and grammar. If you experience difficulties with the writing process, you will need to document your work with the GMU Writing Center during this course to improve your skills. The instructor reserves the right to request that a student recycle a product that is not satisfactory. In such cases, resubmitted assignments are not eligible for full credit and a response cost of 10 percent may be assessed.

Tk20 Performance-Based Assessment Submission Requirement

Every student registered for any Special Education course with a required performance-based assessment is required to submit the *Assistive/Instructional Technology Lesson* to Tk20 through Blackboard (regardless of whether the student is taking the course as an elective, a onetime course or as part of an undergraduate minor). Evaluation of the performance-based assessment by the course instructor will also be completed in Tk20 through Blackboard. Failure to submit the assessment to Tk20 (through Blackboard) will result in the course instructor reporting the course grade as Incomplete (IN). Unless the IN grade is changed upon completion of the required Tk20 submission, the IN will convert to an F nine weeks into the following semester.

Grading Scale

Grading Scale

95-100 = A

90-94 = A-

86-89 = B+

83-85 = B

80-82 = B-

70-79 = C

< 70 = F

Assignments

Performance-based Assessment (Tk20 submission required).

The Performance-based Assessment assignment for this course is the Assistive/Instructional Technology Lesson. Please see the Other Assignments section for assignment description.

Performance-based Common Assignments (No Tk20 submission required).

Courses with multiple sections often require "common" assignments across sections to ensure consistency in instruction and learning. This course does not require the use of a common assignment(s). All course assignments are outlined in the Other Assignments section.

Other Assignments.

1. Lesson and Lab Participation (40 points; 20 points for Lessons, 20 points for Labs)

Students are expected to complete activities within the Lesson module and the corresponding Lab module for a specified topic. A Lesson module generally contains readings, videos, and activities that introduce a specific topic. A Lab module generally provides tool demonstrations, user perspectives/experiences, and opportunity for tool exploration based on a specific topic. Over the course of the semester students are expected to complete 12 Lesson modules and 12 Lab modules.

Within any specific Lesson or Lab module, students will be presented with a series of activities. Some activities such as viewing a video or reading a chapter in the textbook are categorized as "Read/View". Other activities such as taking a quiz are categorized as "Complete". All activities identified as "Complete" must be submitted on-time and be of satisfactory quality to receive participation points for that module. Credit will not be given for partial or late submissions. Please note that while "Read/View" activities are not "graded", access to them is being tracked through Blackboard and the content is assessed through additional course assignments.

Students will complete Lesson modules across the entire semester (12 Lessons total).
Students who successfully complete 12 Lesson modules earn 20 points.
Students who successfully complete 11 Lesson modules earn 18 points.
Students who successfully complete 10 Lesson modules earn 16 points.
Students who successfully complete 9 Lesson modules earn 14 points.
Students who successfully complete 0-8 Lesson modules earn 0 points.

Students will complete Lab modules across the entire semester (12 Labs total).
Students who successfully complete 12 Lab modules earn 20 points.
Students who successfully complete 11 Lab modules earn 18 points.
Students who successfully complete 10 Lab modules earn 16 points.
Students who successfully complete 9 Lab modules earn 14 points.
Students who successfully complete 0-8 Lab modules earn 0 points.
All participation points are tracked in the Blackboard gradebook.

The Lesson module and Lab module will become available by 10:00am on Sunday of the specified week stated in the syllabus. All work for those modules will be due by 11:59pm on the scheduled due date stated in the syllabus (mostly Mondays). Students who submit work on-time and of satisfactory quality will receive full participation points.

2. Software Review (15 points) Students will choose a piece of educational software (or mobile app) of interest to review; it should be a recent version. The software review includes two elements, a written narrative and a completed software evaluation checklist. The narrative should provide a brief description of the software followed by a thorough review of the software and its possible application within a chosen environment. The review should address the primary features of the software including accessibility and other topics addressed in class (content, user friendliness, adult management features, support materials, and value). The software review should be 3-4 pages in length and will serve as a reference for a potential software user. Students will use the software review format introduced in class to evaluate the selected software. Please include a copy of your completed evaluation checklist as an Appendix. Students may not review a productivity/utility software program designed to create content (such as Boardmaker, Word, Inspiration/Kidspiration) for this assignment. Please refer to the scoring rubric posted on Blackboard for additional information on this assignment (please see the Course Schedule on the last page of this syllabus for the due date).

3. Technology Tools Assignment (10 points). Students will select a broad technology category to research, describe, and analyze based on the needs of an actual student or developed case study. A list of technology categories (i.e. word prediction) will be provided by the instructor. Students will then select two specific technologies within their

category (e.g. CoWriter and TextHelp) as part of their analysis. In a 3-4-page paper, students should provide a description of the overall technology including its intended purpose, audience, and important features. Students then should provide a brief description of each specific technology they have selected along with a comparison of product similarities and differences. Finally, the paper should include a recommendation for one of the specific technologies based on the needs of a real client or an invented scenario. Please note: it is anticipated that students will use the Internet and/or product catalogs to obtain product information and descriptions, however students are expected to reference such information using proper APA (6th Edition) format including correct referencing both within the narrative and in the reference list. Please refer to the scoring rubric posted on Blackboard for additional information on this assignment (please see the Course Schedule on the last page of this syllabus for the due date).

4. Assistive/Instructional Technology Lesson (35 points) Students will design an interactive computer-based lesson that has been adapted for a specific population and includes on-line and off-line products. This lesson should integrate instructional and assistive technology and should engage students actively with the technology. Students will write a lesson plan in paragraph or bulleted format addressing all the required elements provided by the instructor and create an on-line and off-line product to be used in the lesson. Students will present the lesson and their products during the last week of class. Please refer to the scoring rubric posted on Blackboard for additional information on this assignment (please see the Course Schedule on the last page of this syllabus for the due date).

Schedule

Module 1 – Benefits of Computer Use in Special Education

Reading Chapters 1, 2, 3, 4, 5, 6 (10, 11, 12 optional)

Week 1 Sept 12-Sept 18

Lesson 1. Intro to AT

Lesson 2 Universal Design for Learning (UDL)

Lesson 3 Reading and Writing Tools

Lab 1. Intro to AT

Lab 2 Universal Design for Learning (UDL)

Lab 3 Reading and Writing Tools

Week 2. Sept 18-Sept 25

Lesson 4. Math and Science Tools

Lesson 5 Social Studies Tools

Lesson 6. AAC /Visual Supports

Lab 4. Math and Science Tools

Lab 5 Social Studies Tools

Lab 6. AAC /Visual Supports

Week 3 Sept 26 – Oct 2

Work on Technology Tools Assignment

Technology Tools Assignment Due on or Before Oct 3rd

Module 2 – Access to Computers

Reading Chapters 7, 8, 9,

Week 4 Oct 3rd –Oct 9th

Lesson 7. Accessibility and Computer access

Lesson 8 Tech Tools for students with Physical /Sensory Disabilities

Lesson 9. AT & IEP

Lab 7. Accessibility and Computer access

Lab 8 Tech Tools for students with Physical /Sensory Disabilities

Lab 9. AT & IEP

Week 5 Oct 10–Oct 16th

Lesson 10 Selecting Software and Apps

Lesson 11 Teacher Productivity/ Web 2.0 Tools/ Authoring Tools

Lesson 12 Teacher Productivity/ Web 2.0 Tools/ Authoring Tools

Lab 10 Selecting Software and Apps

Lab 11 Teacher Productivity/ Web 2.0 Tools/ Authoring Tools

Lab 12 Teacher Productivity/ Web 2.0 Tools/ Authoring Tools

Work on Software Review Assignment

Software Review Assignment Due on or Before Oct 17th

Module 3- Technology Integration: Making it Happen

Reading Chapters 13, 14

Week 6 Oct 17 - Oct 23rd

Work on Assistive /Instructional Technology Lesson

Topic Proposal for Lesson is Due on or Before Oct 24th

Week 7 Oct 24-30th

Work on Assistive /Instructional Technology Lesson

Assistive /Instructional Technology Lesson due on Nov 1st

Week 8 Oct 31-Nov 6th

Presentation of Assistive /Instructional Technology Lesson