

Course Proposal

Instructions:

The instructions are in italics. As you complete the template, type your responses below the instructions in a normal font. Use as much space as needed for each section as needed.

Course Title

Limit the course title to about 10 words. Select a course title that clearly indicates the course subject matter. Make sure the course title targets a diverse audience.

Computer Software Skills and Technology Integration Course for Elementary Teachers

Course Description

Limit the course description to about 75 words. Include a narrative description of the course that may be included in a course listing or on a company's website. The description should be informative and interesting to read; it should accurately summarize the main points of the content, be engaging, and be succinct. Include the purpose, the goal or problem the course will solve, and what the learner will accomplish by the end of the course.

Learn the essential Microsoft Word and PowerPoint software skills needed for student success with their new laptops. Next, demonstrate your new software skills using screencast software. Additionally, you will learn successful teaching techniques for integrating technology into content area instruction and learning. Finally, collaborate with your colleagues by designing, planning, and presenting technology integration lessons to them.

Course/Program Learning Outcomes

Write 4-5 course objectives that are measurable and actionable that the learners will accomplish by the end of the course. An action is something you can observe (i.e., a skill as part of a job). Each learning objective must be action-oriented, specific & measurable. The action should be the focus on your needs analysis of how the objectives will solve a problem or reach a goal. These are the broad goals and should be the driving force behind all of your course design decisions going forward. Consider this scenario: Imagine you talk to a participant in your course five years from now, what big ideas or skills would you want them to remember?

At the end of the Computer Software Skills and Technology Integration Course elementary teachers will:

- Develop the essential Microsoft Word and PowerPoint software skills for teaching students.
- Create a series of screencasts that teach computer software skills to your students.
- Construct pedagogical techniques for integrating technology into Reading and Social Studies instruction and learning.
- Design, plan, and present technology integration lessons to colleagues.

Target Audience

(Learner profile). Compose a paragraph describing a snapshot of the learners. This section should include appropriate student/learner characteristics that could influence the content, the manner of delivery, etc. You may include information about learner level (novice, intermediate, advanced), information about their existing knowledge or backgrounds, and other information as appropriate.

The target audience for the proposed training is elementary teachers who are mid-career or veteran teachers; however, they are beginners at technology integration in classroom settings. Teachers have basic to intermediate skills with some technology software, but some software is entirely new. The new classroom technology is both exciting and overwhelming. Teachers want to integrate technology into the main content areas, such as reading, math, science, and social studies. Therefore, teachers need technical software skills training to teach their students these skills. Once students are proficient with the computer software, teachers can integrate the technology into their content area classroom lessons.

Topics within the course

Make a list of 6-10 topics that you might include in your course. You will finalize this later when you create your course sequence and map. Eventually, the topics will be organized into modules. For now, give some thought to the skills and concepts that must be in your course.

- Microsoft Word and Microsoft PowerPoint computer software skills training
- Microsoft Word computer software skills training will include word processing and editing skills, including working with the following: pictures, bulleted lists, fonts, text, editing, lines, line spacing, lists, and layering
- Specific Microsoft PowerPoint computer software skills training will include design and editing skills, including working with the following: slide fonts, slide layout, pictures, backgrounds, and text boxes
- Screencasting software training
- Screencasting software and classroom webpage integration training
- Teaching methods instruction for technology integration in the reading and social studies curricula

Instructor Description

Ideally, this will be a course that you will teach, and you will serve as the Subject Matter Expert (SME). You can write a short bio or describe your interest and experience in this subject. Aim for about 75 words.

Rick Goldsmith is a former elementary and elementary computer teacher with almost three decades of classroom experience. He first dove into technology by working as a computer operator on mainframe computers. Early in his teaching career, Rick obtained graduate degrees in educational technology and educational leadership, influencing his classroom pedagogy with technology interaction throughout the curriculum. As a result, he developed competencies in

teaching, curriculum design, and classroom technology integration and has led professional development workshops in technology integration.