**Western Dakota Tech Instructor Syllabus**

**Date:** Spring 2022

**Course Number:** ED215 Methods of Instructional Design

**Section:** ON

**Days/Time:** Online

**Classroom:** Online

**Instructor:** Donna Hanks

**Office Phone:** 605-718-2951

**Email:** donna.hanks@wdt.edu

**Office Hours and Location:** By appointment via MS Teams

**Textbook:** There is no textbook required for this course. All resources will be provided within MyWDT.

**Methods of Instruction:** This course will be delivered online in MyWDT. Learning will be facilitated via visual aids, critical thinking exercises, practice exercises, and collaboration with other students in the course. Students are expected to participate in group work and class discussion and complete coursework as assigned.

**Grading Procedures and Evaluation Methods:** Student performance will be evaluated in the following areas in each module under the category of Participation:

* Skills Commons Industry Expert 2 Expert Instructor assessments
* Weekly quizzes
* Weekly Voice Thread activities
* Other homework as assigned

Quizzes are scored individually. All coursework completed in each module will then be graded using a 25-point rubric. The rubric evaluates quality of Voice Thread posts and replies, coursework completion and on-time submissions. A copy of the rubric can be found on page four of the syllabus.

**Grading:** A minimum grade of “C” must be earned to successfully complete this course.

**Grading Scale: A 100 – 94**

**B 93 – 87**

**C 86 – 79**

**D 78 – 73**

**F 72 – 0**

**Course Schedule:** The schedule is subject to change at the discretion of the instructor to accommodate student learning needs. Assignments can be completed anytime during the week with the deadline being 11:55 pm on the designated due date.

Each Voice Thread discussion has two due dates: first date for initial posts due on Thursday’s and second date for replies which are due on Sunday’s (see Course Calendar for all due dates). The only due date reflected in MyWDT for Voice Thread discussions is the due date for replies as that is the final activity for each module.

Online courses require self-direction from the learner. It is your responsibility to maintain the course calendar and adhere to coursework due dates. Anticipate spending approximately 2-4 hours per week on each module.

**Voice Thread**: The majority of Coursework will be completed using Voice Thread. All posts are encouraged to be in video format unless otherwise noted. There is not a specific length requirement for the posts and replies, however, students are expected to use the appropriate amount of time needed to prepare quality posts and replies that cover all components of the prompt. Present yourself in an appropriate and professional manner. Take the time to organize your thoughts, use appropriate terminology and refrain from using slang and profanity in your posts.

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| **Module** | **Voice Thread posts** | **Description of Lesson** |
| Introduction Module & Module 1: | 2 initial posts  2 replies | * Introductions * Diving Deeper in Adult Learning |
| Module 2: | 1 initial post  1 reply | * Adopting and Adapting Research Based Learning Theories * Investigating Learning Theory |
| Module 3: | 1 initial post  1 reply | * Plan for Issues and Potential Solutions in Classroom Management |
| Module 4: | 1 initial post  1 reply | * Student Centered Learning in Higher Education |
| Module 5: | 1 initial post  1 reply | * ADA Accommodations- Meeting Learners’ Needs |
| Module 6: | 2 initial posts  2 replies | * Using Emerging Resources * Collaborative and Experiential Learning |
| Module 7: | 1 initial posts  1 reply | * Incorporating Problem and Project Based Learning |
| Module 8:  Final Thoughts | 1 initial post  1 reply    1 post | * Investigating the Teaching and Learning Cycle * Please post your final thoughts about the class in this Voice Thread. Your feedback is important and appreciated! |

**Attendance Policy:** Weekly engagement is required to be recorded present. Attendance will be recorded each week on Wednesday in MyWDT.

**Make-up Policy:** Late assignments, partial completion or failure to complete assignments will result in a deduction of points detailed in the grading rubric. Please refer to the rubric on page 5 for details. Note that assignments submitted more than 4 days late will result in receiving zero points in the submission section. Technical issues do occur, so it is best to allow plenty of time to submit before the assignment closes.

**Communication Policy:** Email is the most efficient way to communicate and receive responses from me. I will respond to emails and voicemails within 24 hours during the week (Monday -Thursday) and on weekends (Friday –Sunday) within 48 hours. If you call my office phone and leave a message, I will return the call or send an email within 24 hours during the week and 48 hours on the weekend.

**Academic Integrity Pledge**: Integrity is an essential quality for all students at WDT. Students commit to completing their own work and adhering to all guidelines outlined by their instructor. Students pledge they will not give or receive any unauthorized assistance on exams or assignments.

**Academic Dishonesty:**A student who, in connection with his or her studies, disrupts a class, plagiarizes, cheats, or otherwise violates reasonable standards of academic behavior may, at the discretion of the faculty member involved, have his or her enrollment canceled and/or be given a reduced or failing grade. For additional clarification of this policy see the Code of Conduct section of your WDT Student Handbook.

**Available Support Services:**  You may obtain additional help outside of class through your instructor, the library, the Student Success Center, and peer tutors at no charge to you.

ED215 – 25 Point Grading Rubric

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| **Description** | **5**  **Exceptional** | **4**  **Very Good** | **3**  **Average** | **2**  **Below Average** | **1**  **Needs Improvement** | **0**  **Incomplete** |
| Initial Post Submitted by due date. | Initial post was submitted one or more days before the due date. | Initial post was submitted on the due date. | Initial post was submitted 1 day late. | Initial post was submitted 2 days late. | Initial post was submitted 3 days late. | Initial post was 4 or more days late or was not submitted at all. |
| Quality of initial post reflects topics and concepts covered in the Skills Commons assessment | Initial post reflects topics and concepts covered in the assessment, is relevant, well thought out and well organized. | Initial post reflects topics and concepts covered in the assessment, is somewhat relevant and somewhat organized. | Initial post somewhat reflects topics and concepts covered in the assessment, is somewhat relevant and somewhat organized. | Initial post rarely reflects topics and concepts covered in the assessment, is relevant, well thought out and organized. | Initial post rarely reflects topics and concepts covered in the assessment, is not relevant, well thought out or organized. | Did not complete post |
| Replies Submitted by due date | Reply post was submitted one or more days before the due date. | Reply post was submitted on the due date. | Reply post was submitted one day late. | Reply post was submitted 2 days late. | Reply post was submitted 3 days late. | Reply post was 4 or more days late or was not submitted at all. |
| Quality of replies shows thoughtful and relevant feedback or questioning that supports the topic and intention of the discussion. Reply goes beyond "I agree/disagree" or "I liked your post." | Reply post reflects topics and concepts covered in the assessment, is relevant, well thought out and well organized. | Reply post reflects topics and concepts covered in the assessment, is somewhat relevant and somewhat organized. | Reply post somewhat reflects topics and concepts covered in the assessment, is somewhat relevant and somewhat organized. | Reply post rarely reflects topics and concepts covered in the assessment, is not relevant, well thought out or organized. | Reply post does not reflect topics and concepts covered in the assessment, is not relevant, well thought out or organized. | Did not complete post. |
| Coursework completed for the module | All coursework was completed for this module. | Most of the coursework was completed for this module. | Half of the coursework was completed for this module. | Some of the coursework was completed for this module. | Very little coursework was completed for this module. | None of the coursework was completed for this module. |

"ED 215 Methods of Lesson Planning and Instruction" by Donna Hanks, [Western Dakota Technical College](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.wdt.edu%2F&data=04%7C01%7CRichard.Lumadue%40csulb.edu%7C0908b4faa23d4b9d5cb308da11d274ec%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637841894414618854%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=wsppgT80QGusRnWnodUFRPWzbiSTZkzrL8s3SfyaflQ%3D&reserved=0) is licensed under [CC BY 4.0](https://nam12.safelinks.protection.outlook.com/?url=http%3A%2F%2Fcreativecommons.org%2Flicenses%2Fby%2F4.0&data=04%7C01%7CRichard.Lumadue%40csulb.edu%7C0908b4faa23d4b9d5cb308da11d274ec%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637841894414618854%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=9V881fIHicrL3E%2FNDDSTXk7KCaVIF%2F7gksPX4WVW2x4%3D&reserved=0) / A derivative from the [original work](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsupport.skillscommons.org%2Fconnect%2Fimpact-communities%2Fie2et%2F&data=04%7C01%7CRichard.Lumadue%40csulb.edu%7C0908b4faa23d4b9d5cb308da11d274ec%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637841894414618854%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=upDiWM7eWTCEFP%2FL4yC%2BgSANDy9oaiGtWDLS2XVSHnM%3D&reserved=0).