**Western Dakota Technical College**

**Instructor Syllabus**

**Date:** Fall 2021

**Course Number:** ED211 – Methods of Lesson Planning and Instruction

**Section:** ON

**Days/Time:** Online

**Classroom:** Online

**Instructor:** Donna Hanks

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

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

**Office Hours and Location:** As needed by appointment in D224 or via MS Teams

**Textbook:** A textbook is not required for this course.

**Methods of Instruction:** This course will be delivered in the online MyWDT format. 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, class discussion in Voice Thread and complete homework timely as assigned.

**Grading Procedures and Evaluation Methods:** Student performance will be evaluated in the following areas:

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

Quizzes will be scored individually. All coursework completed in each module will then be graded as a whole each week 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.

A minimum grade of “C” must be earned in order 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 designated due dates. See **Course Calendar** posted in MyWDT under the Syllabus link for specific due dates.

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| Date | Module | Description |
| Week 1: | Introduction &  Module 1 | * Introductions and * Develop Consistent Communications |
| Week 2: | Module 2 | * Defining Student Learning Competencies &Outcomes * Blooms Quick Sheets |
| Week 3: | Module 3 | * Connecting Learning Objectives & Competencies |
| Week 4: | Module 4 | * Creating the Course Climate |
| Week 5: | Module 5 | * The Why of How You are Teaching |
| Week 6: | Module 6 | * Active Learning Strategy |
| Week 7: | Module 7 | * Creating Effective Assignments |
| Week 8: | Module 8 | * Fair & Balanced Formative & Summative Assessments |

**Voice Thread**: All module discussions will be completed using the Learning Tool Voice Thread. All posts must be in video format unless otherwise noted. There is not a specific length requirement for the posts and replies, however, I expect students to use the appropriate amount of time needed to make ***quality*** posts and replies that comprehensively cover all components of the prompt. Present yourself in an appropriate, professional manner with organized thoughts and ideas. Please use proper terminology and refrain from slang and profanity in your posts.

**Attendance Policy:** Attendance is critical to your success in this course and is a valuable career skill. Students are expected to login various times throughout the week to participate in discussion forums, review feedback and stay on top of announcements. Weekly engagement is necessary in order to be recorded as present on Wednesday in MyWDT.

**Make-up Policy:** All assignments are due at 11:55 pm on assigned due dates. Technical issues do occur, so it is best to allow plenty of time to submit before the due date. Assignments submitted after the due date will result in a deduction of points detailed in the weekly 25-pint rubric. Refer to page 4 of the syllabus to review the details of the rubric and how late work will affect your grade.

**Communication Policy:** Email is the most efficient way to communicate and receive responses from me. I will respond to emails 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:**Integrity is an essential quality for all students in all programs at WDT. Cheating on coursework is not acceptable*.* Students will receive a zero on any assignment where cheating is evident. This includes but not limited to identical work of another student and evidence of copied work.

**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.

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| **Description** | **5**  **Exceptional** | **4**  **Very Good** | **3**  **Average** | **2**  **Below Average** | **1**  **Needs Improvement** | **0**  **Incomplete** |
| Initial Post Submitted according to 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 posted according to 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. |

ED211 25-point Rubric

ED 211 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%7CMaria.Fieth%40csulb.edu%7C994d640d02cc43242b5a08d9eb26701d%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637799372594343383%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C2000&sdata=eRV79AHtJLe2lUxtF88I8mgB2HdxAusUCHE%2F3%2BMB25A%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%7CMaria.Fieth%40csulb.edu%7C994d640d02cc43242b5a08d9eb26701d%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637799372594343383%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C2000&sdata=u6b%2Bz626X4I9l63AenInt%2BSwZ7KhCYDwfpnw2IE%2FIZE%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%7CMaria.Fieth%40csulb.edu%7C994d640d02cc43242b5a08d9eb26701d%7Cd175679bacd34644be82af041982977a%7C0%7C0%7C637799372594343383%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C2000&sdata=Grqyly2s%2FQpPWNG7Wu%2BcO%2BgCy7RPMt8XWUO8xy7%2BYQ8%3D&reserved=0)