



MIDWESTERN STATE UNIVERSITY
A Member of the Texas Tech University System
Course Syllabus: Learning Technology Integration
Gordon T. & Ellen West College of Education
ETEC 4113-X20 Fall 2025
Contact Information

Instructor: Mrs. Angie Bullard Office: Bridwell 210 Office Phone: 940-397-4136 E-mail: angela.bullard@msutexas.edu	Office hours: Tuesday 10:00 am -11:30 pm Wednesday 10:00 am -12:00 pm Thursday 10:00 am -11:30 pm *Other times available by request
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Instructor Response Policy

The best way to contact me is through email, however, you will also be a part of a Group Text App. I will answer all emails and texts within 24 to 48 hours (1-2 business days). Any emails or texts received during weekends will receive a response the following Monday. There will be constant communication throughout the semester. good for contacting me, however you will also be a part of class Group Text App. This will provide more flexibility in communication. I will try my best to answer all emails and texts within 24 hours, however you will definitely get a response within 48 hours (2 business days). Any emails or texts received during weekends will not receive a response till the following Monday.

Textbook & Instructional Materials

- Open educational resources provided throughout the semester.
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Course Description

This course prepares undergraduate students to use suites of digital media and communication tools that support the development of technological pedagogical content knowledge. Students will develop learning experiences that incorporate new technologies that are developed in collaboration with methods courses instructors, or other instructors between the courses.

Course Objective/Learning Outcomes/Course Competencies

Students demonstrate a basic level of technological pedagogical content knowledge through creating student-centered, technology-rich lessons, assessments, and parent communication (CAEP Standard 1)

Students design, implement, create and participate in digital learning and teaching experiences in the classroom and for professional development (CAEP Standard 2) Students demonstrate knowledge and can model through their teaching content decisions the legal and ethical implications of digital citizenship

- [ISTE Standards](#)

Technology Required

All students must have Internet access and the following technology applications: Google docs and Word Processing software

See Appendix A for a complete list of standards, competencies, and other expectations.

Important Course Information

Expectations for written work:

Correct grammar, punctuation, and spelling are expected on all written assignments (web discussions are not held to the high standard of a research project or other written assignment).

Written assignments should be:

- Done in Microsoft Word and turned in as an attachment in dropbox on D2L or
- Converted to a PDF and turned in as an attachment in dropbox on D2L.
- Discussions (if applicable) should be completed within the D2L discussion space and NOT uploaded as an attachment.

Assignments

There **will be written assignments and technology assignments in this course that will** build your understanding of technology. Details for each **assignment** will be provided in D2L.

Quizzes

There may be quizzes with varying grade points in this course that align with the materials discussed. Quizzes will consist of multiple choice and open-ended questions. Quiz details as well as a rubric for open-ended questions will be provided.

Key Assessments, Mid-Term and Final Exam

There is no Mid-Term exam. You will have a final exam that will be submitted to TK20 as a key assessment. You cannot pass this class without submission of your key assessment requirements.

Late Work

10% off per day per assignment (including Saturday and Sunday). So, if the assignment is worth 100 points, the maximum score is 90 for submission one day late, 80 for submission two days, 70 for submission three days late, etc. Late work will not be accepted for discussion boards or quizzes! If there is an issue, contact me **BEFORE** the assignment is due (at least 24 to 48 hours before the assignment is due). Time shown on D2L, or email will be used.

Please note: *This class requires you to have access to a computer (with Internet access) to check for class news updates, materials, instructions, resources and upload your assignments in D2L.* Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with D2L as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into D2L through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor. *It is your responsibility to have (or have access to) a working computer in this class. **Assignments are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time for submission.***

Extra Credit

Extra Credit opportunities may be given and will depend on the flow and needs of the class.

Make Up Work/Tests

There will be no make-up or resubmissions allowed on assignments, quizzes, discussion boards, or any other activity in class.

Important Dates

Last day for term schedule changes: 1/24/2025

Deadline to file for graduation: May Graduation 2/17/2025

Last Day to drop with a grade of "W:" 4/30/2025 by 4 PM

Refer to: [Drops, Withdrawals & Void](#)

Refer to the [Academic calendar](#) for more details

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program and Pearson MyLab is a part of this course. Each student is expected to be familiar with D2L as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. *Again, if you experience difficulties, please contact the technicians listed for the program or contact your instructor. **Do not wait till the last minute to submit the assignment. Delays or sending through email will be counted late!***

Computers are available on campus in various areas of the buildings as well as the Academic Success Center. ***Again, your computer being down is not an excuse for missing a deadline!!***

There are many places to access your class! If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. For help, log into [D2L](#).

Attendance

Students are expected to log into D2L at least 3 times per week. This demonstrates the student is dependable, reliable, and responsible. Students are also expected to participate in all class activities and discussions each week. If a student fails to log in each week, this is considered evidence of a lack of dependability, and is taken seriously. It is the student's responsibility to make up for any missed assignments. Discussion boards (if applicable) cannot be made up. It is important to meet all deadlines as posted online. This is your course; the primary intention

should be to successfully complete this class and acquire proficiency in the topics discussed in the course.

In the event that a class member is “absent,” for whatever reason, that individual assumes responsibility for contacting the instructor to account for missed work and to turn in work. If a student is unable to participate, they have the responsibility to contact the instructor to turn in assignments. Tentative assignment due dates are listed on the course schedule. While the actual due dates may vary due to the flow of the class, all assignment due dates will be finalized and announced in D2L well in advance of the specific date. Late work, unless arrangements are made by the student and approved in advance by the instructor, will not be accepted for full credit.

Participation points will be deducted for a lack of weekly participation.

As per the College policies, an instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments or requirements, for an indifferent attitude, or for disruptive conduct. Instructor will give the student a verbal or written warning prior to being dropped from the class. The instructor-drop take precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 9 weeks of this semester. After this period, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date. This is accurate per Catalog 2023-24 under registrar then course drop information.

Instructor Classroom Policies

Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given) will not be considered. I use Turnitin for the written assignments and D2L directly syncs with it (you do not have to do anything). You will be able to see the plagiarism percentage and are welcome to make changes and resubmit **BEFORE** the due date. Any plagiarism of 30% and above is too much and the assignment will not be graded, given a zero, and no make-up allowed.

Other Expectations

Preparation – Complete all assignments on time. Written assignments (whether submitted online or in class) will be discounted by 25% for each late day. Complete readings assigned prior to class in order to be able to participate in class discussions and activities.

Attitude – Demonstrate the following dispositions that are essential for learning:

- Curiosity (ask questions, look for additional answers, probe, reflect)
- Flexibility (take alternate points of view, be open-minded)
- Organization (plan ahead – literally, GET A PLANNER!)
- Patience (take time to reason, be persistent in efforts)
- Risk-taking (try things beyond your current repertoire)
- Passion (invest in ideas, processes, products, and most of all – other people)

Be aware that your attitude is conveyed to others by body language, conversation, neatness, completeness of work, willingness to assist and contribute and many other ways. A sense of

humor and the ability to be flexible are crucial – not just in this class but from now on – that is the nature of the classroom.

Respect – Be considerate of others. Do not use foul language; always behave in an ethical manner (use netiquette).

AI / Chat GPT

Since writing, analytical, and critical thinking skills are part of the learning outcomes of this course, all writing assignments should be prepared by the student. Developing strong competencies in this area will prepare you for a competitive workplace. Therefore, AI-generated submissions are not permitted and will be treated as plagiarism.

You may type a question into ChatGPT, you may not exactly copy and paste its response, and turn it in as your own. If you use ChatGPT, you must disclose this somewhere in your assignment. If you use ChatGPT or any AI, please use it in ways that are ethical, accurate, and useful.

Grading/Assessment

Table 1: Points allocated to each assignment.

Assignments	Grade Points
Participation	10%
Projects/Portfolio Artifacts	50%
Quizzes	15%
Final Exam	25%

Table 2: Total points for final grade.

Grade	Points
A	90% - 100%
B	80% - 89%
C	70% - 79%
D	60% - 69%
F	Below 59%

MSU Texas Policies and Procedures:

Student Handbook

Refer to: [2024-2025 Student Handbook](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given).

Additional guidelines on procedures in these matters may be found in the Office of Student Conduct. Refer to: [Office of Student Conduct](#)

Study Hours and Tutoring Assistance

The TASP offers a schedule of selected subjects tutoring assistance. Please contact the TASP, (940)397-4684, or visit the TLC homepage for more information. [Tutoring & Academics Supports Programs](#)

Instructor Drop

As per the College policies, an instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. Instructor will give the student a verbal or written warning prior to dropping the student from the class. The instructor-drop takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 8 weeks of this semester. After this period, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

Obligation to Report Sex Discrimination under State and Federal Law

Midwestern State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. State and federal law require University employees to report sex discrimination and sexual misconduct to the University's Office of Title IX. As a faculty member, I am required to report to the Title IX Coordinator any allegations, personally observed behavior, or other direct or indirect knowledge of conduct that reasonably may constitute sex discrimination or sexual misconduct, which includes sexual assault, sexual harassment, dating violence, or stalking, involving a student or employee. After a report is made, the office of Title IX will reach out to the affected student or employee in an effort to connect such person(s) with resources and options in addressing the allegations made in the report. You are also encouraged to report any incidents to the office of Title IX. You may do so by contacting:

Laura Hetrick, Title IX Coordinator, Sunwatcher Village Clubhouse.

940-397-4213, laura.hetrick@msutexas.edu

You may also file an online report 24/7 on the [Sexual Misconduct Report Form](#).

Should you wish to visit with someone about your experience in confidence, you may contact the MSU Counseling Center at 940-397-4618. For more information on the University's policy on Title IX or sexual misconduct, please visit the [MSU Sexual Misconduct Resource Page](#).

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the [Schedule of Classes](#) each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Inclement Weather

In the case of campus closure due to inclement weather, key decision-makers will monitor weather projections and communicate with local news agencies and WFISD leadership to make a delay or cancellation decision. The timeline is as follows:

Event	Time	Day	Decision
Inclement weather occurs during regular work/class day	3:30 PM	Day of inclement weather	Cancel classes/events after 5 PM
Overnight inclement weather expected	8 PM	Day before inclement weather	Close campus or delay opening
Delay called the day before but change to closure due to the extent of weather impact	6:15 AM	Day of delay	Close campus
No cancellation or delay decision made the night before	5:30 AM	Day after no decision made the night before	Close campus or delay opening

Delay/closure times are as follows:

- MWF class day: Delay to either 10 AM or 11 AM; all classes prior to opening do not meet.
- Tu/Th class day: Delay to 11 AM; all classes prior to opening do not meet
- Saturday or Sunday: Delay to either 10 AM or 11 AM; classes may start after campus is open.

Notification processes - Notification occurs through official campus channels and in communication with the local news networks. MSU channels include MSU Alert, MSU Safety app, Postmaster, and website headers. MSU Police and the Office of Marketing and Public Information. Information for all channels can be found at [MSU Ready](#).

Activity	Recommendation
Face-to-face or hybrid courses	Indicate in a syllabus statement whether the course will shift to fully online in inclement weather. A shift to online is not required, but is permitted as long as you describe your inclement weather practices in class and in your syllabus.
Online courses	Fully online courses will continue as scheduled, but please contact the professor if you are unable to complete assignments due to issues created from inclement weather.
Graded assessments	If assessment deadlines coincide with the closure dates, Academic Affairs recommends delaying the deadline until after the campus reopens. A syllabus statement should state if deadlines will stand during closure.

Online Computer Requirements

As mentioned above, it is your responsibility to have (or have access to) a working computer in this class. *Assignments are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.*

Computers are available on campus in various areas of the buildings as well as the Academic Success Center. Your computer being down is not an excuse for missing a deadline!

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make an application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Students with Disabilities:

Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from the University's Disability Support Services (DSS) Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodation(s) to a student until appropriate verification from DSS has been provided.

Campus Carry Rules/Policies

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses.

For more information, visit [Campus Carry Rules and Policies](#).

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). Students are encouraged to watch the

video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

COVID

Scientific data shows that being fully vaccinated is the most effective way to prevent and slow the spread of COVID-19 and has the greatest probability of avoiding serious illness if infected in all age groups. Although MSU Texas is not mandating vaccinations in compliance with Governor Abbott’s executive orders, we highly encourage eligible members of our community to get a vaccination. If you have questions or concerns about the vaccine, please contact your primary care physician or health care professional. Given the recent rise in cases, individuals are also strongly encouraged to wear facial coverings when indoors among groups of people, regardless of vaccination status. Although MSU Texas is not currently requiring facial coverings, they have been an effective strategy in slowing the spread.

Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University

Refer to: [MSU Catalog](#)

Course Schedule

Week #	Monday Dates	Class Week Wednesday – Tuesday	Assignments	Due Dates
1	1/20	1/21-1/28	Discussion Board Introduction Assignment Student Survey	1/28
2	1/27	1/29-2/4	Technology Challenge 1	2/4
3	2/3	2/5-2/11	Technology Challenge 2	2/11
4	2/10	2/12-2/18	Technology Challenge 3	2/18
5	2/17	2/19-2/25	Technology Challenge 4	2/25
6	2/24	2/26-3/4	Technology Challenge 5	3/7
7	3/3	3/5-3/18	Technology Challenge 6	3/18
8	3/10	3/12	Spring Break	
9	3/17	3/19-3/25	Google Certification Exam 1	3/25
10	3/24	3/26-4/1	Technology Challenge 8	4/1
11	3/31	4/2-4/8	Technology Challenge 9	4/8
12	4/7	4/9-4/15	Technology Challenge 10	4/15
13	4/14	4/16-4/22	Technology Challenge 11	4/22
14	4/21	4/23-4/29	Technology Challenge 12	4/29
15	4/28	4/30-5/6	Technology Challenge 13	5/6
16	5/5	5/7-5/11	Google Certification Exam 2 Reflection and Feedback	5/11
17	5/12		Key Assessment Due 5/11	

Disclaimer Notice: Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor to meet the needs of the class appropriately. *All assignments are due on Tuesday by 11:59pm.*

References/Scientifically-Based Research/Additional Readings:

Required scientifically-based references/evidence for certification courses and applicable standards and professional associations.

International Society for Technology in Education [ISTE]. (2018). ISTE Standards Teachers. Retrieved from https://www.iste.org/docs/pdfs/20-14_ISTE_Standards-T_PDF.pdf

Appendix A: Standards/Competencies/Course Objectives

WCOE Standards

The outcomes for graduates of professional programs are based upon knowledge, skills, and dispositions in the following elements:

1. **Learner Development** - understand how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and design and implements developmentally appropriate and challenging learning experiences.
2. **Learning Differences** - understand individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
3. **Learning Environment** - work with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
4. **Content Knowledge** - understand the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.
5. **Application of Content** - understand how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
6. **Assessment** - understand and use multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.
7. **Planning for Instruction** - plan instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
8. **Instructional Strategies** - understand and use a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
9. **Professional Learning and Ethical Practice** - engage in ongoing professional learning and use evidence to continually evaluate his or her practice, particularly the effects of his or her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.
10. **Leadership and Collaboration** - seek appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

Assignment Matrix

Assignment	Course Objectives - (CO #)	WCOE Standard (WCOE #) EC-6 Competency (EC6C #)
Intro Technology Assignment TEK Technology Assignment	CO #1,10	WCOE #1,4,5 EC6C #1,3,4,6 Applicable Teks/Tech Standards
Lesson Planning Activity with Technology Integration	CO #1,3,10	WCOE #1,4,5,6,8 EC6C #1,6 Applicable Teks/Tech Standards
Vertical Aligned Assessment	CO #1	WCOE #1,4,5, EC6C #1,2,3,4,5,6 Applicable Teks/Tech Standards
Virtual Field Trip Assignment	CO #2,4,5,7,8,10	WCOE #1,2,4,5,7,8, EC6C #1,2,6 Applicable Teks/Tech Standards
Google Assignments & Exams	CO #2,4,5,7,8	WCOE #1,2,4,5,6,7,8,10 EC6C #1,2,3,4,5,6 Applicable Teks/Tech Standards TT #1-6, PPR-All
Digital Breakout Assignment	CO #2,6,7,8,9	WCOE #1,2,3,4,5,6,7,8,10 EC6C #1,2,3,4,5,6 TT #1-6, PPR-All
Data Analysis using Technology	CO #3,8,10	WCOE #4,6,8 EC6C #1,2,3,4,5,6
Differentiation with Technology Integration Assignment	CO #1,2,5,6,8	WCOE #1,4,5, EC6C #1,2,6 Applicable Teks/Tech Standards
Gamification in the Classroom Assignment	CO #1,3,4,6,9	WCOE #1,2,3,5,7,8,9,10 EC6C #1,2,6
Fraction Breakout Assignment	CO #1,3,4,10	WCOE #2,4,5,6,10 EC6C #1,2,6 Applicable Teks/Tech Standards
Final Exam	CO #1,2,3	WCOE #1,2,3,4,5,7,8,10 EC6C #1,2,3,4,5,6

ISTE Educator Standards:

Empowered Professional

2.1. Learner

Educators continually improve their practice by learning from and with others and exploring proven and promising practices that leverage technology to improve student learning.

Educators:

2.1.a. Set professional learning goals to apply teaching practices made possible by technology, explore promising innovations, and reflect on their effectiveness.

2.1.b. Pursue professional interests by creating and actively participating in local and global learning networks.

2.1.c. Stay current with research that supports improved student learning outcomes, including findings from the learning sciences.

2.2. Leader

Educators seek opportunities for leadership to support student empowerment and success and to improve teaching and learning. Educators:

2.2.a. Shape, advance and accelerate a shared vision for empowered learning with technology by engaging with education stakeholders.

2.2.b. Advocate for equitable access to technology, high-quality digital content, and learning opportunities to meet the diverse needs of all students.

2.2.c. Model for colleagues the identification, experimentation, evaluation, curation and adoption of new digital resources and tools for learning.

2.3. Citizen Teachers inspire students to positively contribute and responsibly participate in the digital world. Educators:

2.3.a. Create experiences for learners to make positive, socially responsible contributions and build inclusive communities online.

2.3.b. Foster digital literacy by encouraging curiosity, reflection, and the critical evaluation of digital resources.

2.3.c. Mentor students in safe, legal, and ethical practices with digital tools and content.

2.3.d. Model and promote management of personal data, digital identity, and protection of student data.