

Instructional Development for Teaching and Learning Summer 2020 (April 11th – August 14th)

Course No:	EME 4320	Instructor:	Bojan Lazarevic, Ph.D.
Credits:	3 hours	Email:	BLazarevic@ufl.edu
Class time:	Online	Online Office Hours:	Wednesday from 2-4pm or by appointment via Zoom https://ufl.zoom.us/my/dr.lazarevic

Course Description:

A course focused on the design and development of instructional materials using contemporary technologies. Topics include programming, authoring packages, design principles, and development procedures. Development will include web-based and mobile-based authoring and programming activities.

Course Objectives:

By the end of this course students will be able to:

- a) Define the protocols and systems used on the Web;
- b) Explain the functions of clients and servers on the Web;
- c) Connect to a webserver to upload files;
- d) Implement static websites using HTML, HTML 5, and CSS;
- e) Design and develop web-based multimedia instructional materials;
- f) Design and implement an interactive and collaborative instructional web content with regard to issues of usability and accessibility using client-side;
- g) Implement interactive websites using client-side scripts (JavaScript);
- h) Demonstrate the ability to author an instructional module using a contemporary authoring package;
- i) Develop a basic web platform for instructional delivery.

Teaching and Learning Strategies:

The emphasis of this course is hands-on activities and project-based learning. It is assumed that students who enroll in this class are self-motivated and sufficiently competent with computers to complete the assigned tasks independently. When requested students will meet with the course instructor in real-time (synchronously) via Zoom, however, the majority of the course activities are asynchronous.

Required Textbook & instructional resources:

- Woods, D. M. (2012). HTML5 and CSS: Introductory. (7th edition) Cengage Learning. ISBN: 978-1-1335-2613-1

In addition, the Canvas course site includes links to all other required resources such as readings, activity templates, sample codes, presentations, video tutorials, etc.

Technology Requirements:

You will need access to a variety of software packages this semester that will include integrated development environments, programming and scripting language compilers/interpreters,

software modeling tools, web browsers and various plug-ins, web servers, and various operating systems. Specifically, please ensure to have access to the following:

- A computer with a headset (microphone and headphones) connected to the Internet;
- MS Office Suite including several accounts for web-based apps as specified by the instructor;
- A web browser (the latest version of Firefox or Chrome, etc.);
- A media player (e.g. QuickTime, VideoLan Player, Windows Media Player, etc.);
- Bracket - a source code editor;
- Trial version of Camtasia;
- A video editing software (FinalCut Pro, Adobe Premier, iMovie, Movie Maker, or similar);
- Finally, you will need access to a web server space. The instructor will identify suitable server spaces for you. You will need to create your domain and pay the fee for at least one semester.

Important Note: Students' knowledge and operation of their own computer is their personal responsibility when taking an online course.

Course Policies and Expectations:

- a) Students must log in to the class in Canvas during the first two days of the term in order to fulfill the attendance policy of attending the first-class meeting. Students not logging into the course during that period may be dropped from the class in order to permit access to those on the waiting list.
- b) LMS Canvas will be used for course delivery and communication. All questions related to the course material should be submitted to the instructor either using the Canvas messaging or UF email service. Please use your official UF email account for all communication with the instructor. The instructor reserves the right to not answer email messages sent from non-UF email accounts such as Yahoo, Hotmail or Gmail. In addition, it is very important for students to read UF emails frequently since this is how the instructor will communicate vital information to all students.
- c) Students are expected to devote at least 3-5 hours a week to browsing the tutorials and readings, participating in online discussions, and working on projects in order to satisfy all course objectives. Ideally, you should work on the weekly activities over the course of the entire week, rather than wait until the weekend and rush through everything.
- d) No assignment will be accepted after the deadline unless the inability to study online is documented for medical reasons. The instructor reserves the right to deduct 20 % of the assignment points per day. In order to receive full credit for work, students must turn in required deliverables in Canvas or ePortfolio on the specified due date.
- e) The effect of low online participation upon grades is determined by the instructor, who reserves the right to address individual cases. In order to receive full credit for work, students must turn in required deliverables in Canvas or ePortfolio on the specified due date.

Netiquette:

All members of the class are expected to follow rules of common courtesy in all messages and communication with your peers and instructor during the class. <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.docx>

Accommodations for Students with Special Needs:

Students requesting accommodations for disabilities must first register with the Disability Resource Center <https://disability.ufl.edu>. The DRC will provide documentation to the student who must

then provide this documentation to the instructor when requesting accommodations. Students should contact the DRC and complete this process as early as possible in the term for which they are seeking accommodations.

Academic Honesty:

[The Honor Code](#) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obliged to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor in this class. Plagiarism is the serious ethical violation of presenting other people's words, work, or ideas as your own. All students are responsible for upholding the code of academic integrity as described by the school polices and the Honor Code. Failure to do so can result in a failing grade on an assignment.

Other Important Information:

University Counseling Services: 352-392-1575, <http://www.counseling.ufl.edu/cwc>

University Police Department: 352-392-1111 or 9-1-1 for emergencies

Tentative Schedule:

Use this schedule as a guide for planning this 16-week semester (8 modules). You are expected to read the materials before starting the activities that are due in each module. Note, in modules, you are required to complete a variety of activities and assessments such as quizzes, discussions or hands-on projects that are relevant to your instructional design project. More details about each of these activities is provided in the next section.

Module	Topic	Projects/Activities	Pts
#1 5/11 - 5/17	- Introduction - Chapter 1: Basic Concepts	- Introductory Discussion #1 - ePortfolio Setup - Quiz #1	15 5 15
#2 5/18 - 5/31	- Chapter 2: Creating and Editing a Web Page Using Inline Style Sheets - Live Session: May 21 st , at 1pm via Zoom	- Setting up Server - Project #1: A Webpage Formatting - Quiz #2	~ 20 20
#3 6/01 - 6/14	- Chapter 3: Creating Web Pages with Links, Images, and Embedded Style Sheets - Chapter 4: Creating Tables in a Web Site Using an External Style Sheet - Live Session: June 4 th , at 1pm via Zoom	- Project #2: Website framework, Image map & Final ID Project Proposal - Quiz #3	45 20
#4 6/15 - 6/28	- iFrame and Multimedia	- Project #3: Introductory video - Project #4: Instructional screencast video	40 40
#5 6/29 - 7/12	- Collaborative web tools - Audio web-content (podcast)	- Project #5: Audio instructional content - Project #6: Collaborative instructional activity	30 20
#6 7/13 - 7/19	-Creating/Embedding a web form	- Project #7: Web forms - Discussion #2: Web, Media & Sharing	20 15
#7 7/20 - 8/02	-JavaScript interactive quiz - Live Session: May 23 rd , at 1pm via Zoom	Project #8: Interactive Quiz	45
#8 8/03 - 8/14	-Peer Evaluation -Final ID Project, & Presentation	- Peer evaluation - Final Project - Final Project Presentation (real-time)	30 100 30

NOTE: Changes may be made at the discretion of the course instructor.

Method of Evaluation:

There are four forms of deliverables in this course: the instructional development project, online quizzes, software/multimedia projects, and online discussions. Each of the deliverables in this course has hard deadlines that are posted in advance within Canvas.

Course grade is based upon the following:

Projects	52%
Discussions	6%
Quizzes	10%
Peer Evaluation	6%
Presentation	6%
<u>Final ID Project</u>	<u>20%</u>
	100%

Grade Distribution:

Projects	260 pts.
Discussions	30 pts.
Quizzes	50 pts.
Peer Evaluation	30 pts.
Presentation	30 pts.
<u>Final ID Project</u>	<u>100 pts.</u>
TOTAL	500 points

All assignments should be submitted within the Canvas site by the deadline. No late work will be accepted within the course unless there are documented extenuating circumstances, so please schedule accordingly.

Online Quizzes:

The online quizzes are designed to make sure you are reading and mastering the textbook materials. While the instructional design project demonstrates your ability to do the work, the quizzes demonstrate your understanding and mastery of the content. Considering that online quizzes are open-book exams, each quiz is timed for 45 minutes. You will not be allowed to take the quizzes multiple times, so be sure to study before starting. The quizzes accounts for 10% of your overall grade.

Projects:

There will be several software projects that you are to complete during the semester. The software projects are designed to provide you an opportunity to apply the skills and concepts you have learned. The projects should be completed individually. You are welcome to share ideas, help each other debug source code, and compare results. However, the submissions should be your own work. Projects account for 52% of your final grade. Details about each of these deliverables are available within Canvas.

Discussions:

Discussions are a student-to-student interactions. The discussions are designed to connect the content, instructional design, to the world in which we live in. The discussions will allow you to discuss the relationship of instructional design to other areas. Each discussion will be evaluated based on the adequate justification of your opinions, citing credible sources, grammar, posting one initial thread with about 250-300 words, and posting three meaningful responses to your peers'

posts. Your initial post (i.e. your main response to the instructor’s prompt) must be made by the first Sunday of the module to allow time for commenting on postings. Follow-up posts are due on Sunday at midnight of the following week. Please do not wait until Sunday morning to comment because your peers are likely to miss your replies and meaningful discussion will not occur. Your participation in discussions will be evaluated using a rubric. Participation in discussions accounts for 6% of your final grade.

- *Discussion 1: Introductory Exchange*
- *Discussion 2: Web, Media & Sharing*

Peer Evaluation:

The Peer Evaluation assignment allows you to review your classmate’s work, provide feedback, and reflect on their overall accomplishments. This activity accounts for 6% of your final grade.

Presentation:

In the last week of the semester, each student will have an opportunity to present web-based ID Project in front of their peers and instructor. The final presentation will be conducted synchronously online via Zoom conferencing system. The presentation guidelines will be used for evaluating this activity which accounts for 6% of your final grade.

Final Web-based Instructional Design Project:

Students will create a web platform for delivering an online course module on a topic of your choice. The online module project represents one week of work within an online course. It should include elements specified in the ID proposal (objectives, content, interactions, and activities/assignments for students, etc.). The final project is worth 20% of your total grade.

Grading Scale:

93% - 100%	A	Excellent performance	73% - 76%	C	Fair performance
90% - 92%	A-		70% - 72%	C-	
87% - 89%	B+		67% - 69%	D+	
83% - 86%	B	Good performance	63% - 66%	D	Poor performance
80% - 82%	B-		60% - 62%	D-	
77% - 79%	C+		59% or below	F	Fail

Course Evaluation:

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.