Education 230 Syllabus

- *Online Student Success Lab* (1 unit)

- Instructor: Joshua Stern, Ph.D.

- Office hours via private message or by appointment

Introduction

Are you interested in taking online courses? Do you wonder if online education is the right mode of learning for you? If so, you are in the right place!

Let's start with an example: You wouldn't take an important college entrance exam, like the SAT, without first taking one of those practice tests, right? Well, that's because you know you'll do better if you're already familiar with the format and design of the test. It's the same with taking an online class. In this course you will find out how online learning really works. You'll experience firsthand what it's like to be an online student and how to find your way around the ETUDES learning management system (LMS). You'll experience setting your system preferences, creating your online student profile, submitting assignments, taking quizzes, uploading documents, posting to discussion boards, and much more. You'll also learn the best ways to manage your time online, how to communicate successfully, and how to practice proper 'netiquette'.

Participating in this course is an investment in your future. Give yourself the very best chance of success in all your future online courses by taking the time to learn the basics and skills you need now. This is a one-unit, pass/fail (credit/no credit) course that you'll complete in only three weeks. It's designed to be a lower stress environment than any full-term online courses you're likely to take in the future. In this course, you'll learn all of the features of ETUDES and get some real-life practice using them along side other students who are also new to online learning. The goal of Education 230 is to have fun and learn the ropes in a safe and supportive environment!

Required Materials

There is no textbook required for this course. All reading materials are free and presented in the course Modules.

Technical Requirements

Please carefully review the ETUDES system requirements located at: https://myetudes.org/portal/site/!gateway/page/4243c7b4-9b68-45fc-0016-148ad08653aa. Make sure you have configured your computer correctly *before* the course starts.

Course Description

This course is designed to introduce new online students to the basics of how to succeed as online learners. This is the ideal first course for those new to online learning. In Education 230 you'll experience firsthand what it's like to be an online student and how to find your way around the ETUDES learning management system (LMS). You'll experience setting your system preferences, creating your online student profile, submitting assignments, taking quizzes, uploading documents, posting to discussion boards, and much more. You'll also learn the best ways to manage your time online, how to communicate successfully, and how to practice proper 'netiquette'.

Course Objectives

In this course, you will learn:

• What it takes to be successful in an online course.
• How to use the tools of an ETUDES online course.
• Important aspects of online communication.
• How to participate in online discussions.
• How to submit assignments online.
• How to upload attachments.
• How to take tests, quizzes, and surveys online.
• How to monitor your progress in online courses.
• How to succeed as an online student.

Course Requirements and Expectations

Here is a summary of the course content and activities:

• The course consists of nine Units. All Modules (lectures), Discussions, and Quizzes are labeled consistently (i.e. Unit 1 Discussion, Unit 1 Quiz, etc.) to make it easy for you to understand what is required of you for each Unit.

• All Modules, Discussions, and Quizzes are available to you from the first day of the course. You can work at your own pace, but you must submit your work by the posted due date at the end of each week.

• You are expected to login to the course at least three times each week.

• All Modules, Discussions and Quizzes will remain available to you for the duration of the course so you may go back and review or catch up on late assignments. Partial credit will be given for late work submitted before the final day of class. No work will be accepted after the final day of class.

• Modules are where each Unit's lecture content is located. Read through each Unit's Module first, before moving on to the Discussions or Quizzes.

• There are nine Discussions required in this course. In the Discussions, you are asked to respond to scenarios based on real online students' experiences. You are required to post your original thoughts and respond to at least one of your fellow students' posts for each discussion.

• There are nine Quizzes required in this course. Answering these questions will test your knowledge and understanding of the ETUDES system and what its like to be a successful online learner.

• There is a Pre-Assessment quiz for you to take as your first task in the course. It will help you to decide if online learning is right for you. No matter how you score, you will receive 10 points for completing this assignment.

• There is a Course Feedback survey for you to take as your last task in the course. This assignment will enable you to express your feelings about the course and provide valuable feedback to your instructor so the course can be improved for future students. This survey is completely anonymous and no matter what you say, you will receive 10 points for completing this assignment.

• A "Student Lounge" Discussion area is included for you to interact with your fellow students. This is not a monitored or graded area.

• A Chat Room is included for you to interact with your fellow students in real-time. This is not a monitored or graded area.

Grading Scale

You can earn up to a total of 200 points for the course. To earn full points, you must complete all required work before the due dates. *This course is graded on a credit/no credit basis; no letter grades will be given.* In order to pass the course, you need to earn 140 points (70%) by the last day of class. No late work will be accepted. No incompletes will be given. This course may be repeated for credit.

Task	Points
Pre-Assessment Quiz	=10 points
Unit 1 Discussion (Introductions)	=10 points
Unit 1 Quiz	=10 points
Unit 2 Discussion	=10 points
Unit 2 Quiz	=10 points
Unit 3 Discussion	=10 points
Unit 3 Quiz	=10 points
Unit 4 Discussion	=10 points
Unit 4 Quiz	=10 points
Unit 5 Discussion	=10 points
Unit 5 Quiz	=10 points
Unit 6 Discussion	=10 points
Unit 6 Quiz	=10 points
Unit 7 Discussion	=10 points
Unit 7 Quiz	=10 points
Unit 8 Discussion	=10 points
Unit 8 Quiz	=10 points
Unit 9 Discussion	=10 points
Unit 9 Quiz	=10 points
Course Evaluation Survey	=10 points
Total	**=200 points (max)**
Minimum Passing Score = 140 points (70%)	

Methods of Evaluation

- All Quizzes consist of five multiple choice questions based on the material covered in that Unit. Each question has one correct answer.

- There are nine Discussions required in this course in which you are asked to respond to scenarios based on real online students' experiences. You are required to post your original thoughts and respond to at least one of your fellow students' posts for each discussion. You are graded on the thoughtfulness and relevance of your posts. Saying, "I agree with Jane." does not qualify as a valid post – you need to add something of value to the discussion in order to receive credit.

- Partial credit will be given for late work submitted before the final day of class. No work will be accepted after the final day of class.

Grading Criteria for Discussions	
90-100%	• Posts are early, on topic, original, and contribute to the quality of the discussion. Answers to the questions further the work of the class. • Posts make frequent, informed references to unit material. • Posts are clearly written. • Two or more thoughtful responses to classmates that advance the discussion.
80-89%	• Posts are a few days before the due date, on topic, largely original, and contribute to the quality of the discussion. • Posts make some informed references to unit material. • Posts are generally clearly written. • One response to a classmate that is thoughtful and advances the discussion.
70-79%	• Posts are on topic, but lack originality, and lack a significant contribution to the quality of the discussion. • Posts make vague or summary references to unit material. • Posts have several typos or grammatical errors. • Response(s) to others does not advance the discussion.
60-69%	• Posts are only partially on topic, lack originality, and lack a significant contribution to the quality of the discussion. • Posts make little or no references to unit material. • Posts have many typos or grammatical errors. • No responses to classmates.
1-59%	• Posts make little or no references to unit material. • Posts are abusive, inappropriate, or plagiarized. • No responses to classmates.
0%	• Nothing is posted.

Instructor Response Policy

If you have a question for your instructor, please post it to the "Questions" discussion area. If your question is of a personal nature (which you do not want your fellow students to see), send a "Private Message." Your instructor will respond to you within 48 hours and often much sooner.

Special Needs and Disabled Students Policy

Any student with a disability (e.g., a physical or learning disability) requiring special consideration should notify the instructor as soon as possible. Appropriate accommodations will be developed in consultation with the appropriate offices.

Academic Integrity Statement

Cheating and/or plagiarism will not be tolerated in this course. It is your responsibility to understand what plagiarism is. Please read about it here: http://www.plagiarism.org.

Any student caught cheating or plagiarizing will be referred to the dean for disciplinary action.

Additional Notes

Please be sure to login to the ETUDES course site on the first day of class. It's important to have at least an hour or two available for checking in on the first day so you can look around and get a sense of the workload. Familiarize yourself with the course requirements and due dates so you will be able to plan your time well for the next three weeks. Since this is a very short course, everyone needs to hit the ground running. Plan on logging in at least three times per week for the next three weeks.

Good luck and have fun!