

[Home](#) ► [My courses](#) ► [Summer 2014](#) ► [LTEC 3440.020/026 \(Summer 2014\)](#) ► [General](#) ► [Course Syllabus](#)

Navigation



Administration



Page module
administration

- [Edit settings](#)
- [Locally assigned roles](#)
- [Permissions](#)
- [Check permissions](#)
- [Filters](#)
- [Logs](#)
- [Backup](#)
- [Restore](#)

Course administration

Switch role to...

My profile settings

Course Syllabus

Moodle

This course is using [Moodle](#) for course discussion, exams, and assignment posting. Be sure to login into the LT moodle and select the course you are registered for. The moodle section might not be available until the first day of the course.

Instructor

See the moodle course for instructor contact information.

Texts

No Text

Software

None

Pre-Requisite

None

Course Description

This course provides students with a basic introduction to learning technology and its application in education and business with an emphasis on on-line learning and environments.

Course Requirements

There will be assigned homework and discussions. To plan a minimum of six to nine hours a week (in a normal semester) of outside preparation is a safe time allocation for successfully completing this course.

Server Space

None Required

Grading

A total of 100 points for the course will be allocated as follows.

4 Quizzes	20 points
4 Assignments	60 points
Final Project	20 points

Total 100 points

Letter grades will be the higher grade resulting from the following two standards:

≥ 90	A	Top 10%	A
$\geq 80 < 90$	B	Next 20%	B
$\geq 70 < 80$	C	Next 40%	C
$\geq 60 < 70$	D	Next 20%	D
≤ 59	F	Last 10%	F

Homework and Assignments

- **Assignments**

- Assignments are posted on the course [Moodle](#).
- Any assignments not turned in by the due date indicated in the assignment module will be assigned a grade of zero, unless the student has made prior arrangements with the instructor.

- **Discussions**

- Discussion Postings are due the day of the assignment due date. No redos are allowed on assignment postings.
- Replies to discussion postings can be made up to two days after the due date of the postings
- Discussion postings and replies can be made on or before the due date of the discussion assignment (i.e. you can post and reply early).

- **Quizzes**

- Be sure to review the moodle for dates and times for all Quizzes.
- Quizzes tend to run for three days, ending on the day when an assignment is due.

- Any quiz not completed during the dates indicated will be assigned a grade of zero, unless the student has made prior arrangements with the instructor to take the quiz at a later time.

Meeting Information

The instructor may schedule online sessions as needed during the course. The course will be using Adobe Connect Pro and there is a short [tutorial](#) available on its use.

Class Attendance

Participation and punctuality are professional behaviors expected. Educational or Instructional technology is not "doing computer projects" - it is much more. Hence, you need to be involved in class discussions and learning activities. **Student may be dropped from the course, with notice from the instructor, due to lack of participation or non-attendance online.**

Due dates, for all assigned materials, will be announced in advance. Changes, on the assignment's requirements or due dates may be announced at later dates, in class forums, therefore reading the class forums is required. It is the student's responsibility to keep up with these updates and to have all assignments ready on time.

You must notify your instructor **in advance** if any exam is to be missed. If an exam is missed without prior notification, 20% will automatically be deducted from the exam grade.

Online Interaction

This course depends on technology for its delivery. When a UNT system is unavailable or down, students should communicate the issue to the instructor as soon as they can. If the technology failure is local to the student and impacts their ability to submit an assignment or complete a quiz on time, they should contact the instructor during the outage as convenient using e-mail, text, or phone. Instructors will use their judgement on how best to resolve any technology issues in the course.

LT Incomplete Policy Statement

The department complies with university policy regarding the assignment of an Incomplete Grade in any course. Please see <http://essc.unt.edu/registrar/academic-record-incomplete.html> for information.

Per UNT policy, a grade of Incomplete can only be awarded to a student who is 1) passing the course and 2) has a justifiable and documented reason, beyond the control of the student, for not completing the course work on schedule. Notification and submission of documentation must be provided to the instructor at the time of the emergency.

UNT POLICIES

Academic Dishonesty and Integrity

Refer to the UNT Student Rights and Responsibilities [Academic Dishonesty and Integrity](#). These include:

- **Cheating** intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise. The term academic exercise includes all forms of work submitted for credit or hours.
- **Plagiarism** the deliberate adoption or reproduction of ideas, words or statements of another person as one's own without acknowledgement.

- **Fabrication** intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
- **Facilitating academic dishonesty** intentionally or knowingly helping or attempting to help another to violate a provision of the institutional code of academic integrity.

You are encouraged to become familiar with the University's Policy of Academic dishonesty found in the [Student Handbook](#).

ADA Policy

The University of North Texas is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112 - The Rehabilitation Act of 1973 as amended. With the passage of new federal legislation entitled Americans with Disabilities Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

As a faculty member, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. **Student responsibility** primarily rests with informing faculty of their need for accommodation and in providing authorized documentation through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found [here](#). Also, you may visit the Office of Disability Accommodation in the University Union (room 321) or call them at (940) 565-4323.

Add/Drop Policy

Refer to the UNT Office of the Registrar concerning [Add/Drop Periods](#) for this semester.

Important Notice for F-1 Students taking Distance Education Courses

Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the [Electronic Code of Federal Regulations website](#). The specific portion concerning distance education courses is located at "Title 8 CFR 214.2 Paragraph (f)(6)(i)(G)" and can be found buried within this document:<http://frwebgate.access.gpo.gov/cgi-bin/get-cfr.cgi?TITLE=8&PART=214&SECTION=2&TYPE=TEXT>

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

An F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course to maintain compliance.

It is the student's responsibility to do the following:

1. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
2. Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office using appropriate ISSS form available.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

[Top](#)

- **Contact Information**

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- **Email Us**

For questions about content on this site contact info@lt.unt.edu

For technical issues on this site contact webmaster@lt.unt.edu

- **UNT System:**

- [UNT System](#)
- [UNT Dallas Campus](#)
- [UNT Health Science Center](#)
- [Universities Center at Dallas](#)

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 [Moodle Docs for this page](#)

You are logged in as [Robert Wright](#) ([Log out](#))

LTEC 3440.020/026 (Summer 2014)