

PHASE 4: Educational Computing and Technology Mentor Certificate

Independence USD 446 Technological Fluency Phase Project

Made Possible Through a Grant From Funds for the Improvement of Education

Name: _____ Building: _____

Please fill in the blanks above and save as "Phase 4 – Cover". Include the cover, along with your work products and process discussion. Save all items in a folder named "Phase 4" in YOUR H: drive (Home Directory) for evaluation. Use a file naming convention that easily identifies which phase and scenario each item is associated with. Finally, e-mail btincher@indyschools.com with a note that Phase 4 is ready for evaluation. Satisfactorily completed phases turned in by noon on the Wednesday before each monthly payroll cutoff date will result in a positive e-mail notification on or before the payroll cutoff date. Incomplete phases will result in an e-mail with recommendations for improvement. Phases may then be submitted for a second and final assessment.

Organization and Quality of the Work Product

- _____ Do the overall work products provide a reasonable solution to the scenarios?
- _____ Are the work products organized appropriately and is the format engaging?
- _____ Do the work products contain errors?
- _____ Do the work products effectively communicate its solution?
- _____ Are the solutions presented by the work products easily understood?

Process Skills Used to Create the Work Product

- _____ Is there evidence that the corresponding performance indicators were used to derive a solution?
- _____ Is there evidence of instantiation of the corresponding performance indicators?
- _____ Is there evidence for transferability of the corresponding performance indicators to other scenarios?

RECOMMENDATIONS FOR IMPROVEMENT

Scenario 1: _____

Scenario 2: _____

Scenario 3: _____

Scenario 4: _____

SCENARIO ASSESSMENT

PHASE 4 – Educational Computing and Technology Mentor

To satisfactorily complete the scenarios for Phase 4, Educational Computing and Technology Mentor, your work products should demonstrate use of the following indicators in developing your work product solutions:

Use technology resources and productivity tools to facilitate technology-based learning experiences using multiple learning contexts and content areas:

1. Demonstrate a sound understanding of technology operations and concepts.
 - Design and manipulate databases and generate customized reports.
 - Identify strategies for troubleshooting and maintaining various hardware/software configurations.
2. Design and model instructional strategies where student learning is maximized through technology integration in the classroom.
 - Design and practice methods and strategies for teaching concepts and skills related to computers/ technology including keyboarding, productivity tools, information access, and delivery tools.
 - Design and practice methods and strategies for teaching integrated technology classroom activities that apply productivity tools and involve teaming and/or small group collaboration and teach problem solving principles and skills using technology resources.
 - Identify and implement strategies for integrating technology resources that support the needs of diverse learners.
3. Apply technology to facilitate a variety of effective assessment and evaluation strategies.
 - Apply technology in assessing student learning of subject matter using a variety of assessment techniques.
 - Use technology resources to collect and analyze data, interpret results, and communicate findings to improve instructional practice and maximize student learning.
 - Apply multiple methods of evaluation to determine students' appropriate use of technology resources for learning, communication, and productivity.

4. Use technology to enhance productivity and professional practice.

- Identify, select, and integrate video and digital images in varying formats for use in presentations, publications and/or other products.
- Design and publish on-line documents that present information and include links to critical resources.
- Access and use telecommunications tools and resources for information sharing, remote information access and retrieval, and multimedia/hypermedia publishing.
- Participate in collaborative projects and team activities or collaborate in on-line workgroups to build bodies of knowledge around specific topics.

5. Implement procedures, policies, planning and budgeting for technology environments.

- Identify and describe strategies to support and facilitate development of school/laboratory policies, procedures, and practices related to acceptable use of computers/technology, and ethical, legal, and human issues involving school purchasing and policy decision-making.
- Research, evaluate, and develop recommendations for purchasing instructional software to support and enhance the school curriculum.

Important Note: Your final work product must include a PROCESS DISCUSSION in which you describe how you completed each scenario (materials, technology used, steps taken, etc.) Save this as “Phase 4 – Process Discussion” and place in the “Phase 4” folder along with your cover sheet and work materials. Please include your full name and building at the top of the PROCESS DISCUSSION.

Scenario 1

Prepare and publish, on the USD 446 web site, a web page introducing you and your classroom. Include links and prepare web pages for each of the following categories:

- (1) a teacher resource page which provides a lesson plan that uses technology productivity tools and resources and small group collaboration to solve a problem related to a content area you teach
- (2) a student resource page that provides students with homework and study information about a content area you teach;
- (3) a parent resource page that provides parents with information about the content, procedures, and activities in your classroom.

The pages must include a minimum of five resources for each of the three categories. Descriptions of each resource should be found next to the hyperlink on the main page.

Scenario 2

Find an online article that describes the solution to a troubleshooting problem associated with the main printer in your classroom. Using the web, help files, and/or by attending a workshop, learn how to print from any computer in your classroom to any other printer in your building. Print a test page to this networked printer. Write a short description describing the process of printing to a remote/networked printer and discuss the online article found concerning troubleshooting the printer. Include a discussion of the contents of the test page in your discussion.

Scenario 3

Prepare a paper, presentation, or tech help page for your teaching team or department that provides practical tips, techniques, methods, tools, or resources for integrating technology in a specific curricular area(s) or grade level(s). A minimum of 12 links to Internet resources AND a minimum of three examples which use your tips, techniques, methods, tools and resources must be provided for this scenario.

Scenario 4

Use a rubric to evaluate the quality of an assignment. Develop a lesson plan for a learning activity in which students use technology to solve a problem. The lesson plan should include the rubric you will use to evaluate the quality of the solution and assign a grade. The rubric must include at least five questions.