**Digital Technology: Multimedia in the Classroom**

*Fall 2005*

1. Use MS Excel in the classroom for graphing
2. Using Inspirations for graphic organizers
3. Using digital cameras, scanners, and downloading web graphics
4. Digitally editing pictures and graphics for the classroom
5. Produce MS Publisher newsletters, posters, and projects for the classroom

**Instructor:**

**Roy Schwab**  
W4943 County U  
Plymouth, WI 53073  
(920) 893-5410  
r schwab@excel.net  
lp schwab@sheboyganfalls.k12.wi.us  
http://www.sheboyganfalls.k12.wi.us/staff/lpschwab/index.htm  
http://www.excel.net/~rschwab

**Course Number:** ED & HUD 795-9, 731 (0147C)

**Credits:** Two graduate credits

**Location:** Sheboygan Falls Elementary School, Computer Lab

**Dates:** Tuesdays, November 1, 8, 15, 22, 29; and December 6, 2005  
(3:45-8:45 p.m.)

**Prerequisite:** Graduate Standing (Must have earned a bachelor's degree)

**Course Description:** This course is designed to be a hands-on, step-by-step, user-friendly course for teachers that would like to enhance their teaching and classroom through the use of graphing activities using MS Excel, by using Inspirations to make graphic organizers and “writing starters,” the use and manipulation of digital pictures, the use of a scanner, and graphics from the web. It is also designed to show teachers how to digitally edit graphics and pictures. Finally, this course will focus on making projects in and for the classroom. Implementation of this technology into the classroom will be the focus of this course. The technology standards that students and teachers must master in order to thrive in our technology rich society will be emphasized.

**Course Objectives:**

- Experience the use of MS Excel, Inspirations, digital cameras, scanners, and downloading web images in a hands-on setting.
- Increase knowledge of resources available that can be integrated into existing K-12 curriculum.
• Develop projects that can be used in the classroom
• Enhance classroom projects
• Evaluate the use of technologically enhanced projects in the classroom

**Instructional Materials / Resources:**
• Various publications (Web guides, web sites, multimedia articles and tutorials)
• A variety of handouts on Internet resources, curriculum based resources, clip art sites, MS Excel, Inspirations, MS Photo Draw tutorial, and MS Publisher tutorial
• Resources on the World Wide Web

**Instructional Methodology:**
The instructor will incorporate the following:
• Hands-on application
• Lecture
• Group discussion
• Small and large group collaboration
• Presentation

**Course Requirements:**
Participants will be required to complete the following:
• Attend all six class sessions
• Complete all class assignments, including:
  ➢ Use and create classroom projects with MS Excel
  ➢ Use and create classroom projects with Inspirations
  ➢ Use the digital camera in a classroom setting
  ➢ Scan images for a classroom project
  ➢ Export images from the Internet for a classroom project
  ➢ Create a presentation of classroom use of the technology to share on the final day of class

**Evaluation Methodology:**
This course will be evaluated using the following:

Observation of Student Participation and Attendance  20%

Final projects  60%
  ➢ MS Excel project for the classroom (20 pts.)
  ➢ Inspirations project for the classroom (20 pts.)
  ➢ The use of photo editing, digital camera, scanner, and MS Publisher (20 pts.)

Final presentation  20%
Class Outline:

Day One:
- Overview of class expectations & introduction of digital media in the classroom setting
- Read and respond to various articles about the impact of digital media in the classroom setting
- Demonstrate digitally enhanced projects
- Introduction of stations (digital camera, scanner, and Internet)
- Overview of digital cameras, scanners, editing with MS PhotoDraw including some of the advanced features, using Inspirations, and using MS Excel

Day Two:
- Work in collaborative groups to explore using Inspirations, MS Excel, scanner, cameras, etc.
- Share class progress
- Read and discuss state technology standards pertaining to digital media use
- Discuss final projects
- Discuss assessment rubric for final projects

Day Three:
- Work on MS Excel projects
- Share class progress

Day Four:
- Work on Inspirations projects
- Share new insights and ideas

Day Five:
- Collaborative work time for final projects
- Share new insights and ideas

Day Six:
- Final project presentations
- Wrap up and evaluations
The following Wisconsin Standards for Teacher Development and Licensure are assessed in this course:

**Teachers know how to teach.**
The teacher understands and uses a variety of instructional strategies, including the use of technology, to encourage children's development of critical thinking, problem solving, and performance skills.

**Teachers communicate well.**
The teacher uses effective verbal and nonverbal communication techniques as well as instructional media and technology to foster active inquiry, collaboration, and supportive interaction in the classroom.

**Teachers are connected with other teachers and the community.**
The teacher fosters relationships with school colleagues, parents, and agencies in the larger community to support pupil learning and well-being and acts with integrity, fairness and in an ethical manner.

The following Wisconsin Standards for Administrator Development and Licensure are assessed in this course:

The administrator models collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.

Last Updated 10/21/2005