

**Required Activities Instructions**  
**EDM310**  
**Spring 2012**

**John H. Strange**

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## **Instructions for Other Required Activities EDM310 Spring 2012**

**By John H Strange**

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# EDM310 Needs Your Attention

9

## Hours A Week

## **Table of Contents - Required Activities Instructions**

	Page
Introduction	5
Activity # 1 - Complete Questionnaire	6
Activity # 2 - EDM310 is Different	7
Activity # 3 - Prepare for Your Intellectual Journey Part 1	8
Activity # 4 - Twitter	9
Activity # 5 - Prepare for Your Intellectual Journey Part 2	11
Activity # 6 - Enhance your Blog; Learn Some HTML	12
Activity # 7 - Complete Midterm Questionnaire	14
Activity # 8 - Complete Final Questionnaire	15
Activity # 9 - Foliotek	16

## **Introduction**

**This are 6 essential documents that make up the Instruction Manual for EDM310 Spring 2012:**

[Syllabus for EDM310 Spring 2012](#)

[EDM310 is Different - An Introduction](#)

[Project Instructions](#)

[Required Activities Instructions](#)

[Blog Post Assignments](#)

**Your Personal Checklist** which you will "create" following the instructions for Activity #3 in the Required Activities Instructions. This document contains all of the due dates and also allows you to keep track of your progress in this class. It will reside in your Google Docs. **Use it!**

## **Activity # 1 Complete the EDM310 Questionnaire - Immediately Upon Receipt of Link**

A link to a questionnaire will be sent to your Gmail address at the beginning of the term. It should be completed immediately. After you complete the questionnaire, click the Submit button **ONLY ONCE** even if it appears that nothing has happened.

## **Activity # 2 EDM310 is Different**

Read [EDM310 is Different](#)

Watch [9 Differences: EDM310 is Different](#) (9:48)

Watch [Aspects of EDM310 Short Version](#) (2:14)

## Activity # 3 Prepare For Your Intellectual Journey Part 1 - Begin Immediately Complete ASAP

### Install:

At least two of the following browsers. I recommend you install all 3.

[Firefox](#)

[Safari](#)

[Google Chrome](#)

**NOTE: NEVER use Internet Explorer as a browser for this course.** Use one of the browsers above. Install at least two of the browsers listed above. If one seems to have problems, try another. As HTML5 is implemented, different browsers will behave differently.

### Sign Up For:

[Gmail](#) account (should have done this before classes start)

[Blogger](#) Account (Create Blogger account using your Gmail username and password. You must follow the [Project#1 Instructions](#).) You must have a working blog and have posted to it by Sunday January 22, 2012. For the M-W Class the deadline is Tuesday January 24, 2012.

[YouTube](#) Account (Create YouTube account using Google UserName or Password)

If you need help doing any of these , use any or all of these tools to learn more:

Movie: [Create Google Account](#) or

pdf: [Written Instructions on How to Create a Google Account](#)

If you still encounter difficulties send an email to [edm310help@gmail.com](mailto:edm310help@gmail.com), call the HELP Line 251-272-9023, or go to the lab!

### Install:

[iTunes](#) Quicktime installs with iTunes. Always keep iTunes and Quicktime up to date.

[Picasa](#)

Install webcam (with audio input) on your computer if you do not have a webcam/microphone built in.

Read about and watch demos for all of the tools listed above.

## Activity # 4: Twitter

NOTE: If you are taking EDU 301 (Dr. Baggett) this is a JOINT Assignment.

### Step 1:

Sign up for [Twitter](#) if you have not already

Install a Twitter aggregator on your computer. We recommend [TweetDeck](#) for starters. You have many other choices. You can change at any time. You may also want to install TweetDeck (or another choice) on your iPhone, iPod Touch, iPad or Android phone or tablet. If you start using Chrome as your browser, TweetDeck has a special version which you can install in Chrome. You can find in in the [Chrome Web Store](#).

Read:

Jeffrey Thomas' [Help A Fellow Teacher Get on Twitter - Every Day](#) Follow the links that are on this wonderful post. That may be all you need to get started.

If you need more, consult the following:

Read and Watch these documents and videos that apply to your use.

[Twitter for Beginners](#)

[Using Twitter Effectively](#)

Watch:

[The Twitter Experiment](#) by Kim Smith - Recommended by [Courtney Bellais](#) (Fall 10)

To learn how to use TweetDeck, go to [TweetDeck Support](#). On the right you will find "Quick Links" on the right. In that list you will find links for Support Documents and Video Tutorials for all of the devices that you might use for Twitter.

Michael Armstrong (Spring 2011), in his [Post Blog Assignment #12](#) has some excellent suggestions about how to use Twitter effectively.

### Step 2:

Start using Twitter by following ALL members of the EDM310 staff (Twitter addresses can be found on the [Syllabus](#)) and Dr. Baggett whose Twitter address is @pvbaggett. ALSO search for #EDM310 and #EDU301 (whether or not you are now taking EDU301). Hash marks (#) are tags that can be applied to Tweets so that they are accessible easily. You will use them extensively. In TweetDeck you can create a column for a # subject and be able to watch it as needed. This is equivalent to following a # item.

As you find interesting people to find, follow them. We will give you a list after a few days of Twitter use.

### Beyond Step 2:

It will take you about a month to learn how to use Twitter effectively. Spend 15-30 minutes a day on Twitter for the first month or so.

Only one EDM310 staff member will follow you. They will let you know (on Twitter) that you have been assigned to them. Do not concern yourself with who follows you. Your task is to select the best people for you to follow. We will help!

Additional instructions and assignments will follow. What you should do now is to get comfortable using Twitter and learn how it works and how you can use Twitter effectively. It can become your most important source of professional development. I know you don't believe me, but that is true. And Dr. Baggett and the EDM310 staff agree. Of course, it can also be a total waste of time. It is like any tool. It can be used productively or it can be used for totally frivolous purposes. Learn to use it effectively and you will be glad you did.

## Activity # 5 Additional Preparation For Your Intellectual Journey Part 2

### Install:

[Audacity](#) NOTE: you must Also add the LAME MP3 encoder. Details are on the Audacity site. It is not enough to install only the Audacity program.

[Dropbox](#) Dropbox allows you free storage in the "cloud." It is extremely useful.

[Google Earth](#)

### Duplicate and Share:

You will have a Google Doc titled Student Checklist Master. Under File Make copy... **DO NOT check the box to share with collaborators!** Add you name to it in the designated cell. Change its name to this form: *Your Last Name, Your First Name Checklist*. Share it with [EDM310checklists@gmail.com](mailto:EDM310checklists@gmail.com) TO EDIT. Use the checklist following the instructions on it.

### Create Accounts For:

Delicious (Also install browser tools) <http://www.delicious.com> Social bookmarking tool. Very useful in research. Makes bookmarks available everywhere and to friends and collaborators.

[Skype](#) Important for video conversations

[Timetoast](#) Excellent tool for creating timelines.

[SMART Board software](#) Links to SMART Board materials

### Create Accounts as they become useful:

[Debut](#) Screen record program

[Screenr](#) Screen record program. Preferred by many students to Screen Jelly

[Screentoaster](#) Screen record program. Preferred by many students to Screen Jelly

[Evernote](#) Important for taking notes and making them universally available

[Aviary](#) Useful for image manipulation

[Symbaloo](#) Useful for PLN

[Netvibes](#) Useful for PLN

[DIIGO](#) Similar to Delicious but aimed at educators

[Wallwisher](#) Write on a wall outside of Facebook. Notice board

[Glogster](#) Interactive multimedia posters instantly. Brittany McGowan (Fall 10) highly recommends that you learn how to use Glogster. See her post [Create a Glog on Glogster](#)

[ANT](#) annotation tool

[Zemanta](#) Firefox add-on that can help with blogging

### Familiarize Yourself With:

**Other resources which do not have to be installed but with which you should be familiar. You should bookmark these sites and learn as much as possible about them.**

[Posterous](#) An extremely valuable tool for posting simultaneously to Blogger, Twitter, etc.

[BeFunky](#) Image editing

<http://www.zemanta.com/> Helps with blogging A tool.

## Activity #6 Enhance Your Blog; Learn A Little HTML; Explore Some More

### 1. Enhance Your Blog

a. In the sidebar (left or right) of your Blog you must have

i. **your picture**

Go to your Blogger Dashboard (click orange B in upper left of your blog). Click Edit Profile or Edit Photo. As soon as your photo is ready for you I will post a link with instructions on the class blog. Your picture will be available no later than 1/22/12. You may substitute your own picture. If you do, the picture must be a **head shot** of you only!

ii. **brief profile**

Click Edit profile on your Blogger Dashboard.

iii. **link to your Gmail address**

Go to your Dashboard. Click Design. Click Add Gadget in the small column of your Dashboard. Use the HTML/JavaScript Gadget. Set the Title as Contact Me. See instructions for HTML in #3 immediately following this section. Add `<br />` for a line break and then add

iv. **additional contact information** you wish to include (telephone #, Facebook name, Twitter name, Skype name, etc.). Click Save. Drag this gadget immediately below About Me and click Save

v. **RSS Feed Gadget** Add a Gadget. Scroll down until you see the gadget Feed. Add the Feed gadget. Enter the URL for the class blog ( <http://edm310.blogspot.com>). Save.

### 2. Arrange the gadgets in this order by dragging them:

About Me  
Contact Me  
Feed to Class Blog  
Followers  
Archive

**3. Master enough HTML code** to be able to add material to your posts, and - more importantly - to enhance your comments for others. By using these html procedures you can *italicize* words, make words **bold**, and add links within comments. Mrs. Yollis prepared these instructions for her 3rd grade. If you can't master these techniques, you should look for a different line of work than being an educator. Master them! Use these techniques in your posts and in your comments.  
[HTML Instructions for 3rd Graders in Mrs. Yollis' Class](#)

Here is an additional snippet of HTML code that you will need in Blogger Gadgets:

`<br />` This is a *break* tag. It is used to force a line break or, if you know what a typewriter is, a carriage return. You laugh. Your students will never have seen a typewriter! Nor will they have seen carbon paper. Have you?

Code to open a window in a mail client:

```
<a href="mailto:youremailaddressgoeshere">Email Me</a>
```

Example: `<a href="mailto:strange.john@gmail.com">Email John Strange</a>`

#### **4. Master ALT and TITLE modifiers for all IMG tags**

This is covered in the Projects #2 (Wordle) section of the Projects Instructions but here it is again: [ALT and TITLE Modifiers](#)

If you have installed Firefox, go to the [Web Accessibility Evaluation Tool website](#)

Install the Firefox toolbar (Start by clicking Learn more about or download the Firefox toolbar.)

You need to do both. We will use this tool to make sure you meet the requirement to add ALT and TITLE tag modifiers to all of the images in your blog. Since you are required to have at least one image on every post, this tool makes checking a breeze.

#### **5. Learn about iGoogle**

Start here: [iGoogle YouTube Videos](#)

**6. Take a look at all Google has to offer.** Explore now. Return often.

Go to Google. Be sure you are signed in. Click more. Take a look at what is on this menu. Then Click Even more.... Explore. There is more to Google than you thought!

## **Activity # 7 Complete the EDM310 Midterm Questionnaire**

A link to a questionnaire will be sent to your Gmail address at midterm. After you complete the questionnaire, click the Submit button **ONLY ONCE** even if it appears that nothing has happened. This is considered to be an examination. It is a self-reflection questionnaire and should be accompanied by your personal reflection on and evaluation of your work in EDM310. The failure to complete this questionnaire is exactly like not taking the midterm exam. You could get a D in the course as a result.

## **Activity # 8 Complete the Final EDM310 Questionnaire**

A link to a questionnaire will be sent to your Gmail address near the end of the semester. After you complete the questionnaire, click the Submit button **ONLY ONCE** even if it appears that nothing has happened. This is considered to be an examination. It is a self-reflection questionnaire and should be accompanied by your personal reflection on and evaluation of your work in EDM310. The failure to complete this questionnaire is exactly like not taking the final exam. You could get a D in the course as a result.

## **Activity # 9 Complete Foliotek and Get Approved by 5:00 pm December 8, 2011**

The College of Education uses student portfolio assessment as a part of program requirements and assessment of student learning outcomes. Students majoring in the College of Education are required to purchase the license (\$35.00 per year) to use Foliotek beginning with the first College of Education course (which contains teacher education standards) taken and continue to use the software throughout their program of study. This course requires the Foliotek assessment license. **You must pay for Foliotek on or BEFORE April 15, 2012.**

If you are taking EDM310 to renew your teaching license, you are exempt from Foliotek requirements.

In general the process consists of students submitting evidence/artifacts related to the knowledge, skills, or abilities taught in a course or internship. The professor evaluates the student based on a standardized scoring rubric and the results are kept in an electronic database version of the State of Alabama Department of Education Performance Assessment Templates (PAT). The progress of the student in meeting the required competencies is monitored throughout their program.

**Special Notice: *You must correctly complete your Foliotek entries for this course in order to receive a grade in this course. If you do not correctly post your Foliotek entries by 5:00 pm Thursday May 3, 2012 you will be given an I (Incomplete) for your course grade. If you receive an I grade and do not correctly complete your Foliotek entries by midnight Thursday June 28, 2012, the I (course grade) will automatically become an F (course grade). Your Foliotek submission must be approved in person by a member of the EDM310 staff no later than 5:00 pm Thursday May 3, 2012. SPECIAL WARNING: Once you have created a link to your Class Blog as your Foliotek record (evidence) you MUST NEVER remove the Blog or any of its contents.***