

ON CAMPUS

ON SITE

ONLINE

Educational Technology Certificates

*A hands-on, practical
approach to integrating
technology into teaching
and learning.*

*Two certificate levels:
Introductory & Advanced*

*Prospective Students:
Teachers K through 12
College Faculty*

**6002
Spring
2009**

www.edtech.dtcc.edu

DELAWARE
TECH 

Owens Campus

INTRODUCTORY CERTIFICATE

CRN	Course #	Section	Day(s)	Dates	Time	Room
21722	ETC 101	261	Sat.	Jan. 17 & 24	8:00 am - 4:30 pm	102
21725	ETC 102	261	Sat.	Feb. 7 & 14	8:00 am - 4:30 pm	102
21734	ETC 103	261	Sat.	Feb. 28 & Mar. 7	8:00 am - 4:30 pm	102
21784	ETC 104	261	Sat.	Mar. 21 & 28	8:00 am - 4:30 pm	102

Class times include lab hours.

1 Credit Per Class

*For more information, contact Paula Perez, P.O. Box 610, Georgetown, DE 19947
(302) 854-6966, pperez@dtcc.edu*

Stanton Campus

INTRODUCTORY CERTIFICATE

CRN	Course #	Section	Day(s)	Dates	Time	Room
22514	ETC 101	550	Mon. & Weds.	Jan. 12 – Feb. 2	4:00 – 6:30 pm	C 121
22515	ETC 102	550	Mon. & Weds.	Feb. 4 – Feb. 25	4:00 – 6:30 pm	C 121
22516	ETC 103	550	Mon. & Weds.	Mar. 2 – Mar. 23	4:00 – 6:30 pm	C 121
22517	ETC 104	550	Mon. & Weds.	Mar. 25 – Apr. 22	4:00 – 6:30 pm	C 121

Class times include lab hours.

1 Credit Per Class

ADVANCED CERTIFICATE

CRN	Course #	Section	Day(s)	Dates	Time	Room
22518	ETC 201	5D1	Thursday	Jan. 15 – Feb. 19	4:00 – 8:00 pm	C 121
22523	ETC 202	5D1	Thursday	Feb. 26 – Apr. 2	4:00 – 8:00 pm	C 121
24875	ETC 210	5D1	Tuesday	Jan. 13 – Feb. 17	4:00 – 8:00 pm	C 121
24876	ETC 212	5D1	Tuesday.	Feb. 24 – Mar. 31	4:00 – 8:00 pm	C 121

Class times include lab hours.

3 Credits Per Class

(Prerequisite: Intro. Certificate Competencies)

*For more information, contact Michele Rawls, 333 Shipley Street, Wilmington, DE 19801
(302) 573-5462, mrawls@dtcc.edu*

Wilmington Campus

ADVANCED CERTIFICATE

CRN	Course #	Section	Day(s)	Dates	Time	Room
25499	ETC 203	4D1	Tuesday	Jan. 13 – Feb. 17	4:00 – 8:00 pm	E 300
25500	ETC 204	4D1	Tuesday	Feb. 24 – Mar. 31	4:00 – 8:00 pm	E 300

Class times include independent coursework

3 Credits Per Class

(Prerequisite: Intro. Certificate Competencies)

*For more information, contact Michele Rawls, 333 Shipley Street, Wilmington, DE 19801
(302) 573-5462, mrawls@dtcc.edu*

Educational Technology Certificate Online

INTRODUCTORY CERTIFICATE 1 Credit Per Class

CRN	Course #	Section	Credits	Dates
21696	ETC 101	2W1	1	Jan. 13 – 24
21714	ETC 101	2W2	1	Jan. 13 – 24
23611	ETC 101	2W3	1	Mar. 2 – 13
21494	ETC 102	6W1	1	Jan. 26 – Feb. 6
21506	ETC 102	6W2	1	Jan. 26 – Feb. 6
23608	ETC 102	6W3	1	Mar. 16 – Mar. 27
21507	ETC 103	6W1	1	Feb. 9 – 20
21510	ETC 103	6W2	1	Feb. 9 – 20
23609	ETC 103	6W3	1	Mar. 30 – Apr. 10
22378	ETC 104	5W1	1	Feb. 23 – Mar. 13
22380	ETC 104	5W2	1	Feb. 23 – Mar. 13
23606	ETC 104	5W3	1	Apr. 20 – May 1

ADVANCED CERTIFICATE

3 Credits Per Class (Prerequisite: Intro. Certificate Competencies)

CRN	Course #	Section	Credits	Dates
21793	ETC 201	2W1	3	Jan. 20 – May 1
21797	ETC 202	2W1	3	Jan. 20 – May 1
21511	ETC 203	6W1	3	Jan. 20 – May 1
23137	ETC 204	4W1	3	Jan. 20 – May 1
25340	ETC 210	5W1	3	Jan. 20 – May 1
21806	ETC 230	2W1	3	Jan. 20 – May 1

*For more information, contact Dr. Michael Mills
(302) 857-1750, mmills@dtcc.edu*

Students will access their online courses through the MyDTCC (<https://my.dtcc.edu>) using their College email user-name and password.

INTRODUCTORY CERTIFICATE COURSE DESCRIPTIONS

No prerequisites are required for this series. 1 credit each

ETC 101 Technology Tools in Teaching: Learn to set up and operate a computer and printer; use a computer and projection system for large screen display; use a scanner; deliver a multimedia presentation; demonstrate use of a variety of technology media, including CD-ROMs and networked resources.

ETC 102 Word Processing & Presentation Skills in Teaching: Open, save, and print files; access and run commercial software applications; use word processing to create, edit and format documents; integrate video and graphics; create, edit, and deliver an instructional presentation.

ETC 103 Spreadsheets in Teaching: Use spreadsheets to interpret and communicate information; create formulas to perform spreadsheet calculations; create graphs from spreadsheets.

ETC 104 Telecommunications in Teaching: Learn to access resources from various sources such as local desktop computers, local networks, CD-ROMs and the Internet; use electronic mail; use the Internet to locate and download online resources; use electronic library services.

ADVANCED CERTIFICATE COURSE DESCRIPTIONS

Prerequisite: Introductory Certificate Competencies 3 credits each

ETC 201 Educational Technology Process: Apply the instructional design process to instructional situations; develop collection of personal lessons, analyzed according to design process, which participants will enhance with technology in later courses; analyze lessons and identify technology-based strategies which match learning situations/lesson objectives; apply appropriate ethical and legal considerations in the use of media.

ETC 202 Technologies for Teaching: (Prerequisite: ETC 201) Use word processing, database, spreadsheet, and presentation software as tools to communicate concepts with intended audience and purpose; use Internet as a tool to design teaching strategies appropriate to objectives; use current instructional management software.

ETC 203 Courseware Development I: Learn to use visual media to communicate concepts with intended audience and purpose; develop and deliver instructional presentations using software and effective communication practices; create Web pages appropriate to objectives; enhance personal lessons with technology strategies.

ETC 204 Individual & Group Learning with Technology: Use technology to maximize individual student involvement; use technology for teacher-learner communication; match technology to individual learner styles; collaborate in online groups; use appropriate multimedia equipment/software for group interaction through simulations and problem-based learning.

ETC 210 Management of Media Resources: Learn to use appropriate questions/principles to guide media evaluation and selection; develop performance tasks that require locating, analyzing, and using information; develop reference collection of appropriate media resources for specific content area and level of instruction.

ETC 212 Internet Literacy: Utilize Internet services, including list serves, newsgroups, FTP, chats, and Telnet; create Web pages using screen-design principles, images, wave form audio recording, and multimedia integration; develop Web page for personal instructional application.

ETC 220 Topics in Educational Technology: Develop skills in the areas of technology space design, purchasing, troubleshooting, maintenance, and student assistive technology. Learn to plan/design technology-enhanced facilities; write specifications for technology purchase; identify sources for funding; demonstrate basic troubleshooting, and preventive maintenance techniques; demonstrate use of assistive technology for students with special needs.

ETC 230 Teaching Beyond the Classroom: Analyze effectiveness of teaching applications with teacher and learner in different places/different times; learn design principles from examples of telecourses, online courses, and audio/video conferencing; create and teach instructional units using videotape, interactive, audio/video and online delivery.

Educational Technology Certificate Registration Form

Name _____ E-mail _____
Social Security # _____ Birth Date _____
Home Address _____
City/Town _____ State _____ Zip Code _____
School _____ Subject Area _____ Grade Level _____
Home Phone # (_____) _____ Business Phone # (_____) _____

Student Classification: (Select program in which you plan to enroll.)

- Introductory Certificate (ETCINC) Advanced Certificate (ETCADC)
 Selected Courses Only (NTD)

Advanced Certificate courses: contact your program advisor for skill assessment and course placement.

CRN _____ Course # _____ Section _____ Course Name _____
CRN _____ Course # _____ Section _____ Course Name _____
CRN _____ Course # _____ Section _____ Course Name _____
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# of Credit Hours	In-State Tuition	Out-of-State Tuition
1-credit course	\$90.50	\$226.25
3-credit course	\$271.50	\$678.75
4-credit Introductory Certificate	\$362.00	\$905.00

Total Tuition (Number of credits x \$90.50 or \$226.25) \$ _____
Technology Support Fee (Textbooks *not included in fee*) – \$6 per credit \$ _____
Semester Registration Fee (Non-refundable) – \$15 \$ 15.00
Total Charges: (No partial payments accepted) \$ _____

Check Enclosed (Payable to Delaware Tech)

Charge my: VISA MasterCard Discover

Card # _____ Expiration Date _____ Card Verification Code _____

Cardholder's Name _____
(Please print)

Cardholder's Signature _____

Optional Information

Ethnic Background: African American Asian or Pacific Islander Hispanic/Latino
 Caucasian American Indian or Alaskan Native
Gender: Male Female

Declaration of Residence: *I certify that I qualify to pay in-state tuition because of the following: (Check one):* Students 18 years of age or older are considered to be Delaware residents if one of the following conditions is met immediately prior to registration:

- a. Delaware has been my principal residence (domicile) for at least six (6) months.
 b. I have been employed in the State of Delaware for at least six (6) months.

For more information, contact your ETC Advisor:

Owens: Paula Perez, P.O. Box 610, Georgetown, DE 19947; (302) 854-6966; pperez@dtcc.edu

Terry: Tim Mello, 100 Campus Drive, Dover, DE 19904; (302) 857-1745; tmello@dtcc.edu

Stanton/Wilmington: Michele Rawls, 333 Shipley Street, Wilmington, DE 19801; (302) 573-5462, mrawls@dtcc.edu

Online Courses: Dr. Michael Mills, P.O. Box 897, Dover, DE 19903; (302) 857-1750, mmills@dtcc.edu