

## Educational Technology Advising Aid Master's and Educational Specialist Degree Program Online Educator Emphasis Area

The Educational Technology Advising Aid is designed to help Master's and Educational Specialist degree students in the Online Educator emphasis area make decisions about their graduate programs.

### How is the Educational Technology Advising Aid Used?

Referring to the table below, determine which section is most appropriate for you. Then, go to that section and work through the information and tasks.

If you are...	Please go to...
A newly-admitted student	Section A: Getting Started with EdTech: Online Educator
Admitted and have completed at least one EdTech course*	Section B: Planning Your Program of Study
Getting near the end of the program	Section C: Capstone

Need help? Contact the SISLT Student Coordinator by:

Phone: 573-884-2670

877-747-5868 (toll free)

Email: [sislt@missouri.edu](mailto:sislt@missouri.edu)

\*Note: No more than nine credit hours completed prior to admission may be counted toward your degree. Do not delay; apply today!

## Section A: Getting Started with EdTech: Online Educator

### What's the Big Picture?

The Online Educator emphasis area consists of graduate coursework focusing on the following competencies:

- Designing online learning environments, activities, and assessments for meaningful learning
- Designing, facilitating, and evaluating online discussions
- Promoting student engagement and motivation in online learning environments.
- Understanding unique characteristics of online learning environments
- Selecting appropriate technology tools and learning objects to support online learners
- Using Learning Management Systems to support and deliver online learning
- Seeking for and evaluating Internet-based information and resources that can be used to enhance online learning
- Organizing course materials in an online format

The student's work in the program encompasses these competencies and focuses on producing exemplary online learning products, interventions, and environments to demonstrate knowledge and mastery of the competencies. While coursework supports the student's success with these products, interventions, and environments, we encourage all students to develop these across time in the program so that the work is personally satisfying, solves real problems, and is high quality.

At the end of one's program, the student's knowledge and skills are assessed in an authentic project developed in "9483: Capstone: Online Educator." We encourage students to work cooperatively, as well as to expand their network of colleagues beyond the program.

### What's the Curriculum?

The Educational Technology curriculum reflects the dynamic nature of the field. Your course of study consists of 30 graduate credit hours. The courses listed below illustrate the range of learning experiences available to support mastery of the program competencies.

#### ***Required Courses (18 cr. hr. for Master's; 21 cr. hr. for Educational Specialist)***

9485: Designing Online Learning (3)

9484: Teaching Online Courses (3)

9471: Instructional Systems Design (3) – Prerequisite for 9485

9455: Formative & Summative Evaluation (3) **OR** 9417: Technology Action Research (3)

7361: Introduction to Digital Media (3)

9483: Capstone: Online Educator (1)

**Two** of the following:

7371: Exploring Sakai (1)

7372: Exploring Blackboard (1)

7373: Exploring Moodle (1)

7374: Exploring Canvas (1)

*Additional required course for Educational Specialist degree*

ESC\_PS 7170: Introduction to Applied Statistics (3)

*Electives (12 cr. hr. for Master's; 9 cr. hr. for Educational Specialist)*

Other courses as approved by advisor. See <http://sislt.missouri.edu/courses>

### What are the Requirements?

The EdTech Master's and Educational Specialist degree programs must include:

- At least 30 hours of approved graduate credit
- At least 15 hours of 9000-level credit
- All required courses

The EdTech Master's and Educational Specialist degree programs have two limitations:

- A maximum of 12 hours of Problems courses (project-based learning)  
(ISLT 7085 or ISLT 9085)
- A maximum of six hours of transfer credit

The EdTech Master's and Educational Specialist degree programs culminate in a Capstone course project showing mastery of the program competencies. The Capstone is used as the comprehensive exam at the end of the program of study.

Where to Start?

A good way to begin your coursework is with either 7361: Introduction to Digital Media or 9471: Instructional Systems Design.

A sample program of study for the Master's degree is shown below.

<u>Sample Program of Study</u>		
<u>Course Number</u>	<u>Title</u>	<u>Credit Hours</u>
7361	Introduction to Digital Media	3
9484	Teaching Online Courses	3
9485	Designing Online Learning	3
9471	Instructional Systems Design	3
9455	Formative & Summative Evaluation	3
7371	Exploring Sakai	1
7372	Exploring Blackboard	1
9483	Capstone: Online Educator	1
9440	Learning with the Internet	3
9474	Needs Assessment for Learning and Performance	3
7310	Designing Games for Learning	3
7383	Rapid Development Tools for Online Learning	3
	TOTAL (min = 30)	30
	9000-level (min = 15)	19
	Problems (max. = 12)	0
	Transfer (max. = 6)	0

A sample program of study for the Educational Specialist degree is shown below.

<u>Sample Program of Study</u>		
<u>Course Number</u>	<u>Title</u>	<u>Credit Hours</u>
7361	Introduction to Digital Media	3
9484	Teaching Online Courses	3
9485	Designing Online Learning	3
9471	Instructional Systems Design	3
9417	Technology Action Research	3
7373	Exploring Moodle	1
7372	Exploring Blackboard	1
9483	Capstone: Online Educator	1
9440	Learning with the Internet	3
7383	Rapid Development Tools for Online Learning	3
9456	Designing Computer Support for Collaborative Learning	3
ESC_PS 7170	Introduction to Applied Statistics	3
	TOTAL (min = 30)	30
	9000-level (min = 15)	19
	Problems (max. = 12)	0
	Transfer (max. = 6)	0

### What to Remember?

As you select your coursework, remember to select courses that:

- Provide at least 15 hours of 9000-level credit
- Are interesting to you
- Are listed in the EdTech curriculum or approved by SISLT
- Help you acquire the Online Educator competencies
- Support your Capstone project development

If you have additional questions on how to get started, please contact the SISLT Student Coordinator by:

Phone: 573-884-2670  
877-747-5868 (toll free)  
Email: [sislt@missouri.edu](mailto:sislt@missouri.edu)

## Section B: Planning Your Program of Study

### What's a Program of Study?

A Program of Study is a listing of the courses you will complete for your Master's or Educational Specialist degree. Typically, the Program of Study is submitted to your advisor for SISLT approval before you are halfway through the program. Forms are available at <http://sislt.missouri.edu/resources/>.

### How is a Program of Study Created?

Follow the steps below to complete the Program of Study Worksheet (see next page).

Step 1. Provide personal information.

Step 2. List all University of Missouri–Columbia graduate courses you have completed to date that are relevant to your EdTech program.

Step 3. List all University of Missouri–Columbia graduate courses you are currently enrolled in that are relevant to your EdTech program.

Step 4. List all graduate courses from other institutions you wish to be included in your program of study. A maximum of six hours may be transferred from another institution. Advisor approval is required for all transfer credit. In addition, an official transcript showing transfer credit is required.

Step 5. List all future courses you wish to be included in your Program of Study. Make sure you have at least 15 hours at the 9000-level and all required courses, as well as any other requirements.

Step 6. Check for requirements.

Step 7. Submit the Program of Study Worksheet to your advisor for approval.

Step 8. Finalize the Program of Study.

Step 9. Educational Specialist students must complete the S-1: Request for the Educational Specialist Advisory Committee form.

## EdTech Program of Study Worksheet

Step 1. Provide personal information.

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Email address: \_\_\_\_\_

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Step 2. List all University of Missouri–Columbia graduate courses you have completed to date that are relevant to your EdTech program.

Course Number	Course Title	Credit Hours	Institution	Semester & Year	Grade	SISLT OK
			MU			
			MU			
			MU			
			MU			
			MU			
			MU			
			MU			
			MU			
	Subtotal					

Step 3. List the University of Missouri–Columbia graduate courses you are currently enrolled in that are relevant to your EdTech program.

Course Number	Course Title	Credit Hours	Institution	Semester & Year	Grade	SISLT OK
			MU			
			MU			
			MU			
			MU			
	Subtotal					



Step 4. List all graduate courses from other institutions you wish to be included in your program of study. A maximum of six hours may be transferred from another institution. Transfer credit must be approved by your advisor. In addition, an official transcript showing transfer credit is required.

Course Number	Course Title	Credit Hours	Institution	Semester & Year	Grade	SISLT OK
	Subtotal					

Step 5. List all future courses you wish to be included in your Program of Study. Make sure you have at least 15 hours at the 9000-level and all required courses, as well as any other requirements.

Course Number	Course Title	Credit Hours	Institution	Semester & Year	Grade	SISLT OK
	Subtotal					

Step 6. Check for requirements. Review Steps 2–5 and make sure you have met the following requirements.

Includes . . .	Circle Yes or No
at least 30 hours of graduate credit	Yes No
at least 15 hours of 9000-level credit	Yes No
all required courses	Yes No
no more than 12 hours of Problems courses (7085/9085)	Yes No
no more than 6 hours of transfer credit	Yes No

Modify the Worksheet as needed until you can circle “Yes” for every item.

Step 7. Master's degree students: Use the Program of Study Worksheet to complete the M-1 (Program of Study) form. Submit the M-1 form to your academic advisor for approval.  
Educational Specialist degree students: Use the Program of Study Worksheet to complete the S-2 (Program of Study) form. Submit the S-2 form to your academic advisor for approval.

Step 8. Finalize the Program of Study. Your advisor will give you specific final submission guidelines once the Program of Study is approved.

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Note: After a Program of Study is finalized, it is possible to change courses listed in the Program. All that is needed is a little more paperwork and advisor approval of the changes.

## Section C: Capstone

### What is a Capstone?

Every Master's and Educational Specialist degree student in the Online Educator emphasis area must enroll in the one credit hour "9483: Capstone: Online Educator." The Capstone is designed as the means for you to synthesize your learning and demonstrate mastery of the competencies for the selected focus area.

While each Capstone project will be as unique as the individuals in the Educational Technology program, all share the following elements:

- Design and development of an online course (or redesign/development of an existing online course)
- Evaluation of the course by two external reviewers
- Report: Evaluation results; your reflection and critique

### How is the Capstone Project Created?

After enrolling in "9483: Capstone: Online Educator" immediately notify your advisor about the online learning environment you will use for your project. Most students will require that a course be set up on a learning management system such as Blackboard, Sakai, Canvas, or Moodle. After creating your online course, you are responsible for finding two reviewers who will provide feedback that you should use to improve your course before submitting for faculty review.

### How is the Capstone Evaluated?

Three SISLT faculty members evaluate a student's Capstone project. The review process asks two basic questions:

- Has the student fulfilled the requirements of the Capstone course?
- Has the student demonstrated adequate mastery of the competencies?

Faculty reviewers do not consider your evaluators' data, only the online course and your report. Additionally, consideration is given to the entry knowledge and skills of the student and the student's professional goals. If a Capstone Project is found to be lacking, the student is given the opportunity to make the necessary adjustments (e.g., make improvements to the online course, enhance the instructional products or innovations).

What Happens Once the Capstone is Approved?

Provided you have completed all the coursework listed in your official Program of Study (M-1 or S-2), you are ready for graduation!

The semester before you are ready to graduate, contact SISLT's Student Coordinator by email ([sislt@missouri.edu](mailto:sislt@missouri.edu)) so that your name can be added to the graduation list for the Graduate School. As long as you have all the appropriate forms signed and submitted to the Student Coordinator's office (like your M-1 or S-2), you're all set.

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