

**ETEC 630**  
**Technology Planning and Administration**  
**3 hours**

**Master Syllabus**

**Description:** This course will develop within the student foundational skills for managing technology for teaching at the school site. These skills will include school wide planning for the use of technology; logistics for technology implementation within the local site; facilities and resource management, funding and budgetary issues, technical policies and procedures and school connectivity planning.

**Textbook:** To be chosen as course is taught. Because of the rapid technological innovation, the textbook for this course will be reassessed semesterly

**Evaluation/Assessment:** Students will create a detailed institutional technology plan that will be used as part of an authentic assessment

**Objectives:** Upon completion of this course, each student should be able to:

Use a structured planning methodology to develop a written technology implementation plan to include: facilities and resource management; technology staff and personnel management; and funding and budgetary issues

Explain the options available in the acquisition, deployment, maintenance, and support of a technology infrastructure in an educational organization.

Demonstrate the use of student management software typically used in an educational environment

Explain the application of copyright law to the management of computer software in an educational environment

Discuss options that are available to ensure copyright compliance and reduce liability for copyright infringement on the part of an educational organization

Discuss the various concerns regarding internet use in classrooms, to include internet use policies and teacher developed teaching websites