



## **OTTAWA ONLINE**

EDU 59228 – Google Slides in the Classroom

Summer Term: May 28, 2024

Hours: Online

Ending Date: June 25, 2024

2 Credit Hours

### ***Course Description***

Investigate aspects of what makes a good presentation for the classroom. Consider how planning slides and presentations worth in the classroom environment. Realize the tools that can be incorporated to create slides that can also assess student learning. Transfer your learning to create engaging, interactive Google Slides while addressing and measuring the standards associate to learning outcomes. This course in an online course and will not have any face-to-face meetings. Students will retrieve assignments, participate in discussions and post projects online using Blackboard.

**Location:** Online via Blackboard

**Class Meeting Day, Times and Dates:** All students enrolled must login to Blackboard and answer an introductory discussion question no later than June 1 at midnight.

The ENDING DATE for CLASS is June 25, 2024. Absolutely no late work will be accepted.

### ***Course Prerequisites***

No prerequisites for this course

### ***Course Objectives***

Upon successful completion of this course, participants will be able to:

- Students will create classroom worksheets to use with students using Google Slides.
- Students will integrate other tools and programs with Google Slides to enhance classroom assignments.
- Students will incorporate graphics, pictures, borders and more to make worksheets visually appealing.

**Kansas Education Systems Accreditation Framework: The Five R's  
Classification for this course is Relevance.**

## ***Course Materials***

Access to the Internet and Google Slides is required for this course.

## ***Instructor Contact Information***

Instructor: Rachel Nally  
Telephone: (316) 641-9411 any time after 3 p.m.  
E-mail: Rachel.nally@ottawa.edu  
Availability: Please feel free to contact me by phone or email. We can arrange for an extended phone conversation at a mutually convenient time if needed.

## ***Instructor Bio***

**Rachel Nally** has her Master's in Educational Technology and Library Licensure from Pittsburg State University. She is a former high school media specialist at Eisenhower High School in Goddard. Rachel has recently returned to the classroom to teach business fulltime. She now splits her time between the high school and middle school. She has 28 years of education experience as both a classroom business teacher and librarian. She has been an adjunct with Ottawa since 2011.

## ***Overview of the Course***

### **Readings, Activities, and Assignments**

#### **Participation**

In fully online courses, student participation takes place in the text-based, asynchronous discussion forum. Participation is crucial in enhancing the learning environment within an online course. All students are expected to be active participants in all aspects of our online learning community.

#### ***Competency Assessment***

You will have several opportunities to demonstrate your knowledge and understanding of the principles taught in this course. The primary means of evaluating your work will be through practical application of the material. In the event that you have difficulty completing any of the assignments for this course, please contact me immediately. My email address and telephone number are listed on this syllabus. Please remember that instructors do not randomly assign grades. Students earn their grades and everyone has the same opportunity to earn a good grade.

Please refer to the **Course Materials** section of the cyber classroom for complete details regarding the activities and assignments for this course. The following is merely a summary.

**Evaluation:**

Discussion contributions (Participation) -- 10 points each week (10 points per post) = 40 points

Each week you must submit (post) a response to the weekly discussion topic(s). Although not required, you are welcome to comment on the posts of your course mates. There will be a total of 4 discussion posts for you to respond.

Locating Borders (20 points)

Locate various free borders to incorporate into your Google Slide worksheets. Upload and attach your border to Blackboard.

Finding Clipart (20 points)

Find free clipart to use within your Google Slide worksheets. Learn how to remove backgrounds. Upload and attach your clipart to Blackboard.

Using Backgrounds (20 points)

Discover ways to include backgrounds with your worksheets in Google Slides to enhance the visual appeal of your worksheets. Upload and attach your background to Blackboard.

Worksheets/ Assignments #1-8 (20 points each = 160 points)

Create eight different worksheets/assignments you can use with students in your classroom. These items can be interactive or paper/pencil style. You can create for any subject and replace the handouts you are currently using. Save each worksheet/assignment as a pdf file before uploading to Blackboard. This will allow me to see your creations exactly as you see them. One of your assignments must contain a border, one must contain clipart, and one must contain a background. Upload and attach each assignment in Blackboard.

**Course Schedule At-A-Glance\***

Day & Time	Activities	Assignments Due
<b>Online May 28</b>	Introductions & Navigating Blackboard Discussions  Google Basics Internet Searching Backgrounds Borders Clipart Create Worksheet #1	<ul style="list-style-type: none"><li>• Discussion posting</li><li>• Background Assignment</li><li>• Border Assignment</li><li>• Clipart Assignment</li><li>• Worksheet #1</li></ul>
<b>June 4</b>	Discussion Board  Tips & Tricks Videos Create Worksheet #2 & #3	<ul style="list-style-type: none"><li>• Discussion posting</li><li>• Worksheet #2 &amp; #3</li></ul>

<b>June 11</b>	Discussion Board  Tips & Tricks Videos Create Worksheet #4, #5, & #6	<ul style="list-style-type: none"> <li>• Discussion posting</li> <li>• Worksheet Assignment #4, #5, &amp; #6</li> </ul>
<b>June 18</b>	Discussion Board  Tips & Tricks Videos Create Worksheet #7 & #8	<ul style="list-style-type: none"> <li>• Discussion posting</li> <li>• Worksheet Assignment #7 &amp; #8</li> </ul>

<b>Grade</b>	<b>Percentage</b>	<b>Points</b>
A	90 to 100%	234 - 260
B	80 to 89%	208 - 233
C	70 to 79%	182 - 207
D	60 to 69%	156 - 181
F	< 60%	<156

To access your scores, click on Grades in the Student Tools area in Blackboard.

### ***Important Policies***

All course-specific policies for this course are spelled out here in this syllabus. However, additional university policies are located in the Policies folder in the Info & Policies section of Blackboard. You are responsible for reading and understanding all of these policies. All of them are important. Failure to understand or abide by them could have negative consequences for your experience in this course.

### **Late Assignments**

Please note all assignments are due by June 25, 2024 (no late assignments will be accepted).

### **Academic Integrity**

Plagiarism and cheating will not be tolerated at any level on any assignment. The reality of cyberspace has made academic dishonesty even more tempting for some, but be advised that technology can and will be used to help uncover those engaging in deception. If you ever have a question about the legitimacy of a source or a procedure you are considering using, ask your instructor. As the University Academic Council approved on May 29, 2003, *"The penalty for plagiarism or any other form of academic dishonesty will be failure in the course in which the academic dishonesty occurred. Students who commit academic dishonesty can be dismissed from the university by the provost/director."*

Please refer to **Academic Honesty** in the **Info & Policies** section of the online course menu for important information about Ottawa University's policies regarding plagiarism and cheating, including examples and explanations of these issues.

Academic dishonesty also includes turning in work submitted for a grade in another course. For example, it would be considered academic dishonesty to turn in a paper that you wrote for English 101 as if you had written it for Philosophy 202. In addition, turning in a paper that you constructed by simply cutting and pasting sections from a paper you wrote previously, is also considered academic dishonesty. Although the consequences of plagiarism and/or academic dishonesty may vary, depending on the nature of the violation, the Ottawa University Student Handbook states, “The penalty for plagiarism or any other form of academic dishonesty will be failure in the course in which the academic dishonesty occurred” (p. 35).

### **Student Handbook**

Please refer to your student handbook for all university regulations. The **Resource Room** on the course menu in Blackboard contains information about where to find the student handbook online for your campus.

Please see **Info & Policies** in Blackboard for additional university policies.

### ***Blackboard Technical Support***

The Resource Room in Blackboard contains links to student tutorials for learning to use Blackboard as well as information about whom to contact for technical support. Ottawa University offers technical support 24 hours/day for all students, staff, and faculty at no cost. See [www.ottawa.edu/ouhelp](http://www.ottawa.edu/ouhelp) for contact information.

### ***Ottawa University Mission Statement***

Building on its foundation as a Christ-inspired community of grace and open inquiry, Ottawa University prepares professional and liberal arts graduates for lifetimes of personal significance, vocational fulfillment, and service to God and humanity.

*Best wishes for successful completion of your online course with Ottawa University!*