GRADUATE SYLLABUS

Graduate Course Number 7401  Air on a G-Suite  Online: June 6-July 31, 2022
3 Credits

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This Syllabus is a general outline of the course and is subject to change upon notification to the students during a regular class session.

**Student Engagement Statement:** Students will complete all assignments and discussions, responding and engaging in conversation with at least two others in each assignment.

Each hour of credit implies approximately 2 hours a week of course work completion, for a total of 45 hours. Additional time may be required depending on the student’s level of comfort with various technologies.

**Course Description (from the current catalog):** Google Workspace for Education provides a range of tools that can be used by music educators to create more creative and productive classrooms. Using these resources allows students to efficiently and effectively learn in a collaborative environment while gaining valuable career skills. This course will provide an overview of all Google tools, present applications in the music classroom, introduce integrated music software, and will end with the Google Level 1 Educator Certification Exam.

Revised 8.12.2019—RLS
### GRADUATE SYLLABUS

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Outcomes Assessments</th>
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<tbody>
<tr>
<td>Students will be able to:</td>
<td>Assessments include:</td>
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<tr>
<td>1. Utilize and contrast application of various Google Workspace for Education tools</td>
<td>1. Projects demonstrating proficiency on Google tools</td>
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<td>2. Differentiate instruction in lesson planning with a combination of Google Workspace Tools</td>
<td>2. Discussion questions</td>
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<td>3. Assess student learning through self-reflections and other qualitative means</td>
<td>3. Written lesson plan assignments</td>
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<td>4. Integrate 3rd Party applications within the Google Workspace domain</td>
<td>4. Teaching demonstrations of assessments</td>
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<td>5. Google Certified Educator Exam</td>
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### Program-Level Outcomes Addressed:

#### Professionalism in Teaching
Candidates will participate in group and character-building activities by working alone and with others to explore personal strengths, weaknesses, opportunities, and threats to personal and professional growth.

Students will demonstrate the ability to:

1. Research best educational practices
2. Discern new uses for information from a variety of course work
3. Reflectively discuss their teaching and ways to enhance it

#### Excellence in Music
Candidates will explore more deeply the culturally and historically important aspects of music, musicians, and composers throughout the world and across time.

Students will demonstrate the ability to:

1. Recognize style traits of various composers, genres, and periods
2. Identify major and transitional composers in a variety of styles, genres, and periods
3. Learn or review and apply new techniques to perform in a style appropriate to genre, style, period, and culture

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Course Requirements and Assessment
- Create and demonstrate an application of various Google Workspace tools
- Contribute to class discussions
- Create lesson plans and assessments with a combination of Google Workspace Tools
- Integrate 3rd Party applications (Noteflight and Soundtrap) within the Workspace Domain
- Complete the Google Level-1 Educator Certification Exam

Instructional Materials
- [https://teachercenter.withgoogle.com/certification_level1](https://teachercenter.withgoogle.com/certification_level1)

Course Bibliography: (Required)
- [https://teachercenter.withgoogle.com/certification_level1](https://teachercenter.withgoogle.com/certification_level1)

Course Calendar or Schedule (Required):
- Week 1: Technology in Education, Personal Learning Networks, Drive, Slides
- Week 2: Chrome Browser, Docs, Meet
- Week 3: Classroom, Gmail, Calendar
- Week 4: Groups, Tasks, Drawings, Sites
- Week 5: Digital Citizenship, YouTube, Forms
- Week 6: Sheets, Chrome Extensions, Integrations, Google Certification Test Preparation
- Week 7: Google Certification Test
- Week 8: Final Reflection and Lessons

Attendance Policy
Students are required to complete all coursework each week.

Candidate Conduct
An important part of VanderCook’s Conceptual Framework and Candidate Dispositions and Outcomes is the focus on professionalism and character. Specific descriptors include participation as well as attendance, flexibility in the face of changing circumstances and institutional needs, the commitment to continual personal development, self-reflection and growth, respect for the academic community and the individuals and resources of that community, and behavior, speech and dress that is appropriate and respectful in the educational environment. Failure to observe standards of professional behavior may result in referral to the Standards Committee and/or the appropriate dean. Consistent concerns in this area will have an impact on successful completion of the program.

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**Health and Safety**

VanderCook College of Music is committed to providing a safe and healthy environment for study and work. Basic information regarding the maintenance of health and safety within the contexts of practice, performance, teaching and listening is provided throughout the academic year. Health and safety information specific to this course will be addressed. It is the responsibility of each individual musician to take an active role in making informed decisions to help maintain their own health and safety.

**Academic Honesty**

Candidates are expected to maintain the highest standards of integrity in their academic work. Failure to do so will jeopardize a candidate’s success in the program. Examples of academic dishonesty include:

- Presenting another’s words, music, or concepts as your own by failing to acknowledge or properly cite the source.
- Communicating or receiving answers or information to/from another in a testing situation.
- Consulting notes or any other source of answers/information in a testing situation, unless the instructor authorizes such access.
- Making available or accessing tests or quizzes from current or previous classes unless explicitly authorized by the instructor.
- Bringing, by any means, answers or information into a testing situation except as explicitly authorized by the instructor.
- Collaborating or turning in jointly produced work on any test or assignment that is intended to reflect individual effort.

**Plagiarism**

Plagiarism means taking someone else’s words, ideas, data or work and presenting them as your own. This could mean an exact duplication of someone else’s work without proper citation of the source, or it could mean you present it with only small changes and do not cite the source. Plagiarism can occur in art, music, literature, or technology—really in any area of intellectual work.

All work submitted should be properly credited to the original source of the information or idea whether the source is a book, Internet site, article, or any other medium. In written work, quotation marks or block indentations show direct quotations and the source must be cited. If information that is not common knowledge is paraphrased or summarized from a source, that source (including websites) must be cited. Failure to do so in academic assignments represents cheating and carries the appropriate penalties.

Copyright compliance is the goal of VanderCook College. Information to help with clarification of what constitutes fair use of copyrighted material, including photocopying, is on permanent reserve in the Ruppel Library.

No candidate should expect to receive a passing grade on any test or assignment that reflects dishonesty or academic irregularity. Cheating in any form may result in failure of the class and academic expulsion.

**Disability Statement**

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If a student has a disability which might interfere with that student’s ability to function in this course it is the responsibility of that student to notify the instructor at the beginning of the course.

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