EASTERN ILLINOIS UNIVERSITY
Kinesiology & Sports Studies Department
KSS 3900 - Technology in Kinesiology and Sports Studies

Instructor:	Traci Worby, M.S.	**Class time:**	Monday, Wednesday, Friday @ 1:00pm – 1:50pm (Lumpkin 1011)
Office:	2210 Lantz	**Office hours:**	Tuesday 9:00am – 11:00am Thursday 9:00am – 11:00am & 12:30pm – 1:30pm Other times by appointment.
KSS Office phone:	581-2215 (leave message)	**Email:**	tlworby@eiu.edu

Course Description:	This course is designed to orient students to the various kinds of technology such as image editing, video production, statistical programs, social media usage, and advanced presentation tools used in Kinesiology and Sports Studies.
Specific Course Goals:	Upon successful completion of this course the student will: 1. Develop proficiency in a number of computer applications often used in Kinesiology and Sports Studies 2. Examine software and hardware resources utilized in Kinesiology and Sports Studies. 3. Apply the knowledge of such resources in the development of informational material (i.e., Blog, Media Guide, Brochure)
Evaluation:	Your evaluation will be based on the following: <table><tr><td>Grade Components</td><td>Percent of Grade</td></tr><tr><td>Assignments</td><td>40%</td></tr><tr><td>Projects</td><td>40%</td></tr><tr><td>Final</td><td>20%</td></tr></table> The resulting percentage will be assigned a grade based on the following scale: 90% or better A 80-89% B 70-79% C 60-69% D Below 60% F

Late assignment policy:	1 day = 50% off
	more than 1 day = WILL NOT BE ACCEPTED
	
	        Special note for student athletes
	        In case of a schedule conflict, you must do the following:
	
	1. Hand me a copy of your schedule. Make sure to highlight the dates in conflict.
	2. Send an email notifying me that you will be absent. This MUST be done prior the day of the absence.
	3. If an assignment is given the day of the absence, I will reply your email with instructions on how to make up the work.

Attendance policy:	0 absences=	15 points
	1 absence=	12 points
	2 absences=	9 points
	3 absences=	6 points
	4 absences=	3 points
	5 absences=	0 points

Students are expected to attend ALL class meetings. Attendance points are included in assignments for this course. You will begin with 15 points (out of 15) and lose 3 points for every unexcused absence. An absence will only be considered excused if it meets ALL the following criteria*:

1) It is an official University-recognized excused absence (verified illness, emergency, participation in an official University activity, or participation in volunteer emergency work).
2) I was notified in writing before the absence occurred. If I am notified through email, I will respond acknowledging its receipt. If you do not receive a response from me, it is your responsibility to speak with me at the beginning of the next class.
3) Appropriate documentation is provided either before the absence or during the next class period following the absence.

*Absences will be reviewed on a case-to-case basis. It is imperative that you speak with me regarding any absence. Do NOT wait until the end of the semester to discuss an absence that occurred during the "fourth" week of class.

If the absence is excused, you will have the opportunity to complete the work you missed during the class. For in-class activities, it must be completed within ONE week of the absence. No make-up work will be accepted after one week.

Tardies:

Three (3) tardies = 1 absence
Attendance is taken at the beginning of every class. You are considered tardy once I have completed taking attendance. It is your responsibility to speak with me at the end of class to verify you were marked as tardy and not as absent. A tardy **cannot** be claimed after the class has been dismissed.

Cell phones:	Cell phones must be silenced during class. Do NOT text in class. All other electronic devices are to be shut off. Ear buds must be removed at the start of the class.
Email:	ALL email correspondence in this class will be done through the university's official email system (PantherMail) which is used for many purposes including accessing D2L and PAWS, receiving billing statements from the library, and departmental correspondence and announcements through the undergraduate listserv. For information on how to obtain your email address or to obtain a password please visit the following web address: http://www.eiu.edu/~itshelp/email/index.php
Textbook:	This course does NOT have an assigned textbook. All material for this course will be available on D2L at www.eiu.edu/eiuonline. This course will focus on hardware/software for Windows. Personal Mac computers are allowed; however, the course material and lecture will be done through Windows.
Disability Statement:	If you are a student with a documented disability in need of accommodations to fully participate in this class, please contact the Office of Student Disability Services (OSDS). All accommodations must be approved through OSDS. Please stop by Ninth Street Hall, Room 2006, or call 217-581-6583 to make an appointment.
Student Success Center:	Students who are having difficulty achieving their academic goals are encouraged to contact the Student Success Center (www.eiu.edu/~success) for assistance with time management, text taking, note taking, avoiding procrastination, setting goals, and other skills to support academic achievement. The Student Success Center provides individualized consultations. To make an appointment, call 217-581-6696, or go to 9th Street Hall, Room 1302.

Academic Integrity:	Students are expected to maintain principles of academic integrity and conduct as defined in EIU's Code of Conduct (http://www.eiu.edu/judicial/studentconductcode.php). Violations will be re-ported to the Office of Student Standards.
KSS Student Expectations:	The students in our department meet a number of high standards that reflect the overall importance of their educations. Below you will find an outline of those standards. <u>Be Prepared</u> 1. Bring required textbooks to class 2. Read assigned material prior to class 3. Complete assignments by due date <u>Be Respectful</u> 1. Be courteous to others 2. Be alert and attentive in class 3. Promote professional behaviors 4. Use cell phones only in emergencies (notify instructor prior to class) 5. Headphones not allowed in class <u>Be Participant</u> 1. Be on time & attend class 2. Ask relevant questions 3. Contribute to discussions

Tentative Calendar (Subject to change)

Week 1:   Syllabus; Introduction

Week 2:   Survival Skills

Week 3:   Social Media; Microsoft Excel

Week 4:   Survey Development; Qualtrics

Week 5:   Reference Management; Academic Paper Formatting

Week 6:   Presentation Tools (PowerPoint and Prezi)

Week 7:   Presentations

Week 8:   Microsoft Publisher

Week 9:   WordPress; WordPress Midterm

Week 10:   Spring Break

Week 11:   Image Editing

Week 12:   Photoshop

Week 13:   Media Guide Development

Week 14:   Cover Letter and Resume Development; Video Project (Learning Session)

Week 15:   Video Project (Editing)

Week 16:   Video Project Presentations

Week 17:   Final Exam – Tuesday, December 13th @ 12:30pm