Information Technology and Communications  
Dr. Rochell McWhorter  
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Office: HPR 238 (903) 565-5650-fax  
Virtual Office Hours (Skype or WebEx): Email for Appointment

Course Content:

An investigation of the concepts behind modern telecommunications systems. Students will explore the means by which systems are interconnected. Information will be provided regarding emerging developments in telecommunications hardware and software and social media and social networking.

Course Learning Objectives:

Upon successful completion of the course, students will be able to:

1. Articulate the historical foundations of information and communication technology (ICT)  
2. Articulate their general understanding of ethical issues of ICT.  
3. Demonstrate ability to conduct a meeting synchronously online using varied technologies.  
4. Identify the impact of social media on the workplace  
5. Identify the impact of technology on globalization.  
6. Identify the impact of Virtual HRD on organizational processes

Grading Policy and Criteria to Determine Final Course Grade:

Course Competencies:

1. Computer-Based Skills – the student will use the course management system (Blackboard) for accessing and posting/uploading assignments. In addition, they will work on a semester group project using a word processor and synchronous technology.  
2. Communication Skills – the student will exhibit mastery of written skills in completion of the semester project and online postings and synchronous technologies in real-time group meetings and technology demonstrations.  
3. Interpersonal Skills – the student will work in a group to discuss various aspects of ICT.  
4. Problem Solving (Critical Thinking) – the student will utilize conceptual thinking, gathering and analyzing data, and creativity and innovation in the identification and completion of a group demonstration
5. Ethical Issues in Decision Making and Behavior – the student will understand and exhibit ethics through assignments dealing ethical as well as through completion and submission of assignments.
6. Personal Accountability for Achievement – the student will complete assignments at the time designated by the instructor.

Grades and Grading:

The work you perform for this course is weighted as follows:

<table>
<thead>
<tr>
<th>Week</th>
<th>Assignment</th>
<th>Weight</th>
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</thead>
<tbody>
<tr>
<td>1A</td>
<td>History of ICT Assignment</td>
<td>10%</td>
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<tr>
<td>1B</td>
<td>Ethics in Technology Assignment</td>
<td>10%</td>
</tr>
<tr>
<td>2</td>
<td>Individual Social Media Project</td>
<td>20%</td>
</tr>
<tr>
<td>3</td>
<td>Mid-Term Exam</td>
<td>20%</td>
</tr>
<tr>
<td>4</td>
<td>Group Technology Project</td>
<td>20%</td>
</tr>
<tr>
<td></td>
<td>Final Exam</td>
<td>20%</td>
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</tbody>
</table>

Grade: Level of Performance Grading Scale
A Excellent 90 – 100%
B Average 80 – 89%
C Poor 70 – 79%
D or F Very Poor 60 – 69% = D
< 60% = F

Assignment Descriptions:

1A. History of ICT Assignment (10%) – Student will post a 3 paragraph posting introduction on group discussion board (GDB) about themselves and of their learning about the history of ICT.

1B. Ethics in Technology Assignment (10%) – Students will explore academic honesty and ethics in technology issues and will write a 4-paragraph essay in their word processor and upload in Blackboard.

2. Individual Social Media Project (20%). Social media skills are highly valued in the contemporary workplace. This course will explore popular social media sites for collecting ideas and collaborating with others in a professional way. You will be expected to locate resources about ICT topics and paste the URL, describe how each resource is useful, and invite at least 4 others to comment on your postings. Students will be asked to consent for their work to be used in an ongoing social media research study at the University. Students may “opt out” of this assignment by not signing consent form and requesting an optional
assignment. You will choose a social media such as Facebook, Twitter, LinkedIn, and Pinterest, for a professional project. A grading rubric will be provided for you.

3. **Midterm Exam (20%).** Cumulative exam covering Weeks 1-3. Contains both objective and short answer/essay questions.

4. **Group Technology Project (20%).** Students will collaborate as a group to demonstrate their knowledge of a historical technology topic, social media, or emerging technology used for a business purpose such as in virtual teams, recruiting employees, employee training and development, or connecting with customers. You will be required to hold at least one real-time group meeting (RTGM—a one hour meeting on WebEx.com) during Week 3 of the semester. A grading rubric will be provided for you.

5. **Final Exam (20% each)** Exam will be taken online. Cumulative exam (Weeks 1-5). Will be both objective and short answer/essay questions.

**Required Textbook:**

All required readings will be provided. No textbook required.

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**Important Dates:**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Census Date</td>
<td>June 6, 2013</td>
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<tr>
<td>Last Day to Withdraw from Classes</td>
<td>June 20, 2013</td>
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</table>

**College of Business Statement of Ethics:**

The ethical problems facing local, national and global business communities are an ever-increasing challenge. It is essential the College of Business and Technology help students prepare for lives of personal integrity, responsible citizenship, and public service. In order to accomplish these goals, both students and faculty of the College of Business and Technology at The University of Texas at Tyler will:

- Ensure honesty in all behavior, never cheating or knowingly giving false information.
- Create an atmosphere of mutual respect for all students and faculty regardless of race, creed, gender, age or religion.
- Develop an environment conducive to learning.
- Encourage and support student organizations and activities.
- Protect property and personal information from theft, damage and misuse.
- Conduct yourself in a professional manner both on and off campus.

**Academic Dishonesty Statement**

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work
done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment of the award of a degree, and/or the submission, as one’s own work of material that is not one’s own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

University regulations require the instructor to report all suspected cases of academic dishonesty to the Dean of Students for disciplinary action. In the event disciplinary measures are imposed on the student, it becomes part of the students’ official school records. Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor.

**PLEASE NOTE:** Plagiarism will not be tolerated and learners should be aware that all Group Project will be checked by Plagiarism detection software.

**Students Rights and Responsibilities**

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: [http://www2.uttyler.edu/wellness/rightsresponsibilities.php](http://www2.uttyler.edu/wellness/rightsresponsibilities.php)

**Grade Replacement/Forgiveness and Census Date Policies**

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. Grade Replacement Contracts are available in the Enrollment Services Center or at [http://www.uttyler.edu/registrar](http://www.uttyler.edu/registrar)

Each semester’s Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement Contract.

The Census Date is the deadline for many forms and enrollment actions that students need to be aware of. These include:
• Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
• Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
• Schedule adjustments (section changes, adding a new class, dropping without a “W” grade)
• Being reinstated or re-enrolled in classes after being dropped for non-payment
• Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date).
Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability Services
In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University offers accommodations to students with learning, physical and/or psychiatric disabilities. If you have a disability, including non-visible disabilities such as chronic diseases, learning disabilities, head injury, PTSD or ADHD, or you have a history of modifications or accommodations in a previous educational environment you are encouraged to contact the Student Accessibility and Resources office and schedule an interview with the Accessibility Case Manager/ADA Coordinator, Cynthia Lowery Staples. If you are unsure if the above criteria applies to you, but have questions or concerns please contact the SAR office. For more information or to set up an appointment please visit the SAR office located in the University Center, Room 3150 or call 903.566.7079. You may also send an email to cstaples@uttyler.edu

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement:
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-
mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation:
Everyone is required to exit the building when a fire alarm goes off. Follow your instructor’s directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services Rev.

06/2012

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Tentative Course Outline as of 6/3/13

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<thead>
<tr>
<th>Week</th>
<th>Topics</th>
<th>Deliverable(s)/Due Dates:</th>
</tr>
</thead>
</table>
| 1    | • Introduction to Course  
      • Academic Honesty & Ethical Courage  
      • Connecting To Technology: History of ICT | 1A: History of ICT Assignment  
                                                1B: Ethics in Technology Assignment  
                                                Both 1A and 1B due: 6/8/13 |
| 2    | Connecting Through Technology: Social Media and Asynchronous Technologies | 2: Individual Social Media Project  
                                Due: 6/15/13 |
| 3    | Connecting Within Technology-I Synchronous Technologies | 3: Midterm Exam  
                                Due: 6/22/13  
                                RTGM Due: 6/22/13 |
| 4    | Connecting Within Technology-II Emerging Technologies | 4: Group Technology Project*  
                                6/29/13 |
| 5    | Prepare for Final Exam | FINAL EXAM Due: 7/5/13 |

*Instructor reserves the right to require group peer review if groups exhibit difficulties with collegiality, professional behavior, or attendance/participation in group activities.