SED 331.01B, Instructional Design

COURSE SYLLABUS: Fall 2025

INSTRUCTOR INFORMATION

Instructor: Dr. Julie Mills
Office Location: EDS 222
Office Hours: Tuesdays, Wednesdays, Thursdays 1- 3 pm
University Email Address: Julie.mills@etamu.edu
Preferred Form of Communication**:** Email
Communication Response Time: 48 during work week

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required: No textbook required
Software Required: Tk20 (should have been previously purchased)

Course Description

SED 331 - Instructional Design
Hours: 3
In this course, students will design units, lessons, and assessments that are aligned to state standards while using a variety of student-centered instructional models and strategies. Students will collect, analyze and interpret formative assessment data to make instructional decisions. Minimum overall GPA of 2.65, Department approval and field based experience required. Prerequisites: **SED 300**.

Student Learning Outcomes (Should be measurable; observable; use action verbs)

1. Develop and teach student centered lessons.
2. Design units of instruction with aligned assessments.
3. Use assessment data to inform instruction.
4. Demonstrate professionalism.

The syllabus/schedule are subject to change.

COURSE REQUIREMENTS

Students in this course are required to complete field experience (in their assigned school district).

COURSE RELATED TEA EXPECTATIONS

Accreditation Standards Associated with this Class

Just list the standards and alignment, performance standards. Number is good.

PPR EC-12 Alignment
1.23k, 1.24k, 1.25k, 1.26k, 1.27k, 1.28k, 1.29k, 1.30k, 1.31k, 1.6s, 1.7s, 1.8s, 1.9s, 1.10s, 1.11s, 1.12s, 1.13s, 1.14s, 1.15s, 1.16s, 1.17s, 1.18s, 1.19s, 1.20s, 1.21s, 1.22s, 1.23s, 1.24s, 1.25s, 1.26s, 1.27s, 1.28s, 1.29s

Teacher Standards - Commissioner's Rules
Standard 1A - I, II, III; Standard 1B - I, II, III; Standard 1C - I, II, III; Standard 1E - I, II, III; Standard 3A - I, II, III; Standard 3B - I, II, III; Standard 5A - I, II; Standard 5B - I, II, III; Standard 5C - I, II; Standard 5D - I, II

TEKS [TAC §228.57(d)(1)]

Uses the TEKS to plan instruction by creating multiple lesson plans

Creating assessments that reflect intent of the TEKS and evaluates the mastery of the TEKS

Instructional Methods

This course incorporates 7-12 field experience, inquiry-based activities, classroom discussions, and various other instruction methods.

Student Responsibilities or Tips for Success in the Course
1. Act like a teacher.
2. Complete field-based requirements.
3. Attend all classes (seminars).
4. Communicate regularly with field supervisor and course instructor.
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GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%

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B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% or Below

Total points corresponding to the final letter grades
A = 451- 500 Points
B = 401- 450 Points
C = 351- 400 Points
D = 301- 350 Points
F = 300 & > Points

Weights of the assessments in the calculation of the final letter grade.
Example:
Assignments   20%
Discussions   20%
Midterm Exam   30%
Final Exam   30%
TOTAL   100%

Assessments

Details of each assessment can be found in Tk20 and/or D2L.

POP Cycle 1
POP Cycle 2
Informal Observations (3)
In-class collaborative activities
Reflections

TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:

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https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool
https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a campus open computer lab, etc.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

Interaction with Instructor Statement

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor

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of the course. Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

For this course, it may be appropriate for you to use AI like ChatGPT for some portions of an assignment. Appropriate uses may be to edit writing, create content, and/or generate ideas. It is not appropriate to use AI to create full assignments, However, you may discover uses that are relevant and appropriate. Anytime you use AI in this course, you must include the transcription of the conversation as an appendix or attachment to the assignment or discussion. If used, you must also directly reference how you used AI in your discussion post or the assignment submission. This allows for transparency and avoidances of plagiarism. It also helps me to determine if it was a legitimate use of AI for the purposes of this course. If for some reason I do not think it was appropriate, then I will communicate that with you and allow you a chance to resubmit. To learn more about how to appropriately cite Chat GPT or other AI tools, read this blog by McAdoo (2024).
https://apastyle.apa.org/blog/how-to-cite-chatgpt

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:
https://www.britannica.com/topic/netiquette

ETAMU Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

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Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

Undergraduate Academic Dishonesty 13.99.99.R0.03
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Student Academic Dishonesty Form

http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
East Texas A&M University
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu

Website: Office of Student Disability Resources and Services

http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

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Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and East Texas A&M University Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all East Texas A&M University campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

ETAMU Supports Students' Mental Health

The Counseling Center at East Texas A&M University, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counseling-center**

Mental Health and Well-Being
The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.

Department or Accrediting Agency Required Content

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