



Cambrian College

School of Justice, Community Services and General Studies

Course Outline

We acknowledge and respect that we are gathered on the traditional lands of the Anishnaabe People of Turtle Island and proudly recognize our local host Atikameksheng Anishnawbek. We also recognize the contributions of Wahnapiatae First Nation and the Metis Nation of Ontario.

Course Title	Navigating Technology for Ed				
Course Code:	LST1115	Credit Value:	3	Credit Hours:	42
Programs:	<ul style="list-style-type: none"> *ACBU Business Administration - Accounting *ADSP Design And Visual Arts *AFPG Art And Design Fundamentals *ANPG Animation *BFND Business - Finance *BFPG Business Fundamentals *BFPO Business Fundamentals - Online *BUAD Business Administration *BUAO Business - Accounting - Online *BUAP Business - Accounting *CETN Computer Systems Technician *CETY Computer Systems Technology *CHLN Chemical Engineering Technician *CHLP Chemical Eng. Technology - Lab And Process Control *CJSP Community And Justice Services *COBU Common Business *COCH Common Chemistry *COCT Common Computer Systems *COCV Common Civil Engineering *COEE Common Electrical Engineering *COEM Common Electromechanical *COMC Common Mechanical Engineering *COMN Common Mining Engineering *COPW Common Power Engineering *CPIN Computer Programming - Internet Of Things *CSSP Corporate Safety And Security *CVTN Civil Engineering Technician *CVTY Civil Engineering Technology *CYCP Child And Youth Care *DHYG Dental Hygiene *DSWP Developmental Services Worker *ECAD Early Childhood Education - Alternate Delivery *ECEP Early Childhood Education *EETN Electrical Engineering Technician - Industrial *EETY Electrical Engineering Technology *EMTN Electromechanical Eng Techn - Mechatronics *EMTN Electromechanical Engineering Technician - Mechatr *EMTY Electromechanical Eng Technology - Mechatronics 				

	<p>*EMTY Electromechanical Engineering Technology - Mechatr *ESCP Emergency Services Communications *EVTN Environmental Technician *FPRO Fitness And Health Promotion *GAIN General Arts & Science - Indigenous Specialization *GAME Game - Design *GASP General Arts And Science Diploma *GBBH Business *GBBH Business - Brampton *GBHP Business - Hanson *GEBU Business *GEBU Business Administration *HDTN Heavy Equipment Technician *HHRP Hospitality - Hotel & Restaurant - Hanson *HHRP Hotel And Restaurant Management - Hanson *HRBH Hospitality - Hotel & Restaurant - Hanson *HRMD Hospitality - Hotel & Restaurant *HVTN Heating, Ventilation & Air Conditioning Technician *IMTN Mechanical Engineering Technician - Industrial Mai *MASG Massage Therapy *MCOMMedia Communications *MDLA Medical Laboratory Assistant *MDLY Medical Laboratory Technology *METN Mechanical Engineering Technician *METY Mechanical Engineering Technology *MNTN Mining Engineering Technician *MNTY Mining Engineering Technology *MRPG Medical Radiation Technology *OTPA Occupational Therapist Assistant And Physiotherapi *PAGD Graphic Design *PARA Paramedic *PETQ Power Engineering Techniques *PFPG Police Foundations *PHPG Pre - Health Sciences *PHPG Pre - Health Sciences Pathway *PLTN Powerline Technician *PNDP Practical Nursing *PRET Pre - Trades/Technology *PSIP Protection Security And Investigation *PWTN Power Engineering Technician *PWTY Power Engineering Technology *SSIS Social Service Worker - Indigenous *SSPG Social Service Worker *TCTN Motive Power Technician - Truck And Coach *TOHP Tourism *TOHP Tourism - Hanson Toronto *VMTN Motive Power Technician - Service And Management *WFTN Welding And Fabrication Technician *WSPG Workplace Safety And Prevention</p> <p>* This course is a General Education course for this program and therefore will not have any vocational standards.</p>				
Equivalencies		Prerequisites		Corequisites	

This course may be delivered in a variety of different formats: 100% in-class, 100% online (or a blend of both), videoconferencing, distributed learning or off-campus. Please confirm with your faculty member which format will be used for your section of this course.

General Education Course:

Degree Breadth Course:

Eligible for PLAR:

Research Intensive Course Designation:

Experiential Learning:

COURSE DESCRIPTION

In this course, students will be quipped with essential computer and critical thinking skills for successful postsecondary studies in the digital age. Students will learn to navigate technology basics, such as using standard software and managing files effectively, while learning strategies to manage computer-related stress. Students will explore educational applications to enhance their ability to learn new information. As the course progresses, students will examine methods to balance their digital lives, improve time management, and explore the safe and ethical use of technology and AI. By the course’s conclusion, students will possess the confidence and skills to navigate the ever-changing digital world adeptly.

Date: January 20, 2024



Approved by: _____

BRADIE GRANGER
Chair, School Of Justice, Community
Services And General Studies

Effective: Fall 2023, Winter 2024, Spring 2024

RELATIONSHIP TO PROGRAM VOCATIONAL LEARNING OUTCOMES

PROGRAM LEVEL
This course contributes to your program by allowing you to demonstrate the following vocational learning outcomes:

COURSE CURRICULUM

Topics/Concepts Covered in This Course

- Digital & Information Literacy
- Essential Technologies in the Education Field
- Online Etiquette
- Applications for Education
- Academic Integrity
- Analyzing Sources
- AI in Education
- Navigating the Cambrian Library
- Pillars of Online Safety
- Understanding Social Media
- Time Management & Organization
- Managing Technology Related Stress

COURSE LEVEL: Learning Outcomes and Objectives	
To earn credit for this course, you must reliably demonstrate your ability to:	
Learning Outcome	Objectives
1. Effectively select and utilize the technologies, programs, and applications that are commonly used in the field of education.	1.1 Demonstrate a minimum level of competence with essential computer skills. 1.2 Demonstrate a minimum level of 1.3 competence with standard software used in education. 1.3 Explore and evaluate a variety of applications for education. 1.4 Explore and demonstrate a minimum level of competence with assistive technology applications.
2. Evaluate and implement strategies to optimize digital interaction time and mitigate technology-related stress.	2.1 Discuss stress management techniques for technology stress. 2.2 Investigate and assess time management strategies and tools to optimize digital interactions. 2.3 Construct and implement a personal schema for effective management of personal data and digital files.
3. Understand the principles of academic integrity and develop an informed and balanced approach to the utilization of	3.1 Examine the current state of AI in education and assess its ethical use. 3.2 Explore and utilize the resources of the physical and virtual library.

Learning Outcome	Objectives
artificial intelligence in the educational field.	3.3 Complete the Cambrian Academic Integrity module, and then investigate the impact of AI on academic integrity. 3.4 Examine online research methods and evaluate their adherence to academic integrity.
4. Discuss and critically analyze the principles of information literacy to inform safe online practice.	4.1 Analyze the personal and societal impacts of social media. 4.2 Investigate the concepts of misinformation and disinformation in the digital world and apply this knowledge to personal online practice. 4.3 Identify and implement best practices for digital safety and password protection. 4.4 Examine the use and implications of algorithms on social media platforms.

Essential Employability Skills

Communication

- respond to written, spoken, or visual messages in a manner that ensures effective communication.

Numeracy

- not applicable

Critical Thinking and Problem Solving

- apply a systematic approach to solve problems.
- use a variety of thinking skills to anticipate and solve problems.

Information Management

- locate, select, organize, and document information using appropriate technology and info systems.
- analyze, evaluate, and apply relevant information from a variety of sources.

Interpersonal

- show respect for the diverse opinions, values, belief systems, and contributions of others.

Personal

- manage the use of time and other resources to complete projects.
- take responsibility for one's own actions, decisions, and consequences.

General Education Themes

- Civic life
- Personal understanding
- Science and technology

Delivery Method

- Classroom: Course is delivered through scheduled synchronous teaching that may be face-to-face and/or virtual.

Learning Activities

- Lectures
- Class Discussions
- Group Work
- Self-Directed Learning
- Reflective Writing
- Small Group Instruction
- One-to-One Instruction

Evaluation Plan

Grading Scheme

A	80% - 100%
B	70% - 79%
C	60% - 69%
D	50% - 59%
F	0% - 49%

Evaluation Method	Value (%)
Applied Activities (G)	75%
Assignments	25%

ADDITIONAL INFORMATION

A course outline is the College's commitment to the students. It supports educators, students, employers and other external stakeholders in determining the depth of knowledge and level of performance that a student will be able to demonstrate upon successful completion of a course. Both instructor and student are obligated to follow the content of the course outline. It is your responsibility to meet these outcomes as assigned.

Note: You should maintain a copy of this course outline for your records. You may require this course outline if you seek transfer credits or further studies at other institutions.

Cambrian Email Addresses

All email correspondence with currently registered students must be via the students' College-issued email, as per the College's [IT Acceptable Use Policy](#). Students must familiarize themselves with the IT Acceptable Use Policy, as it outlines the acceptable use of College information systems and technology, and mitigates risks to the College's IT infrastructure.

Bring Your Own Device (BYOD) and Apps Anywhere

Cambrian College is a BYOD institution, which means that students bring the device of their choice that meets program-specific minimum requirements. Program-specific requirements can be viewed in the "Plan Your Future" section on program web pages. AppsAnywhere is an easy-to-use app store-like platform providing students a way to access their College apps and software on demand, anywhere, anytime both on and off campus.

These both enrich the student learning experience in and out of the classroom, while providing maximum flexibility.

Policies

It is the student's responsibility to be aware of the College's [Academic Policies](#). The Academic Policies apply to all applicants to Cambrian and all current students enrolled in any program or course offered by Cambrian, in any location. Academic policies, procedures, and forms can be found on the Cambrian website.

Academic and Student Services

Cambrian has a variety of student and academic services to support students during their academic journey at the College.

- [Academic Success Advisors](#)
- [Bookstore and Campus Store](#)
- [Cambrian International](#)
- [Cambrian Pride Centre](#)
- [Career Centre](#)
- [Enrolment Centre](#)
- [First Step Centre](#)
- [Glenn Crombie Centre for Accessibility, Counselling, and Wellness \(GCC\)](#)
- [Library and Learning Commons](#)
- [Pathways](#)
- [Scholarships and Bursaries](#)
- [Student Government](#)
- [Student Health](#)
- [Student Life Centre](#)
- [Test Centre](#)
- [The Learning Centre \[Tutoring Services\]](#)
- [Wabnode Centre for Indigenous Services](#)
- [Women's Resource Centre](#)

Copyright

Copyright is the exclusive legal right given to a creator to reproduce, publish, sell, or distribute his/her work. All members of the Cambrian community are required to comply with Canadian copyright law, which governs the reproduction, use and distribution of copyrighted materials. This means that the copying, use and distribution of copyright-protected materials, regardless of format, are subject to certain limits and restrictions. For example, photocopying or scanning an entire textbook is prohibited, nor is uploading class materials to course sharing sites.

See the [Cambrian Library website](#) for additional information regarding copyright and for details on allowable limits.

Audio/Visual Capture

Sounds and images from this class, and contributions made by a participant, virtually or in-person, are recorded under the authority of the Ontario Colleges of Applied Arts and Technology Act, 2002. The main purpose of these recordings is to allow students enrolled in the course to review content and engage in activities, whether they attend any given class in person, virtually, or at all. Class recordings are for personal use only and shall not be shared or transferred. Faculty may also review these recordings to prepare for future classes, evaluate students, collaborate in program reviews, or provide feedback to faculty and/or students. Any questions about the use of multimedia recordings may be addressed to your respective Dean.

Equity, Diversity, and Inclusivity

Cambrian is committed to building and preserving an equitable, diverse, and inclusive learning community where students, faculty, and staff may achieve their full potential in an environment characterized by equality of respect and opportunity. All students and employees have the right to live and work in an environment that is free from discrimination and harassment. Therefore, Cambrian College will not tolerate any form of discrimination or harassment in its employment, education, accommodation, or business dealings. For more information, please visit: [Equity, Human Rights, and Accessibility](#).

Prior Learning Assessment and Recognition (PLAR)

Students wishing to have work or life experience that meets course learning outcomes considered for credit through Prior Learning Assessment and Recognition should contact the Pathways Office.

Transfer Credit

Students wishing to have courses from other programs or institutions assessed for equivalency and/or transfer credit should visit the [Transfer Credits page](#) on the Cambrian website. The student should maintain a copy of this course outline for their records. Students may require this course outline if seeking transfer credits or further studies at other institutions.

Test Proctoring at Cambrian

Many courses include major tests and/or final exams. The practice at Cambrian requires that these types of test situations involve proctoring to ensure academic integrity. Online tests/exams may employ a proctoring services to enable you to take your exam from a location of your choosing within a period specified by your instructor. When you are taking an online test/exam, the proctoring service may capture your video, screen, audio, and web surfing data to protect academic integrity. Cambrian College collects, uses, discloses, and retains personal information in compliance with the Freedom of Information and Protection of Privacy Act (FIPPA). Your personal information is being collected under the authority of the Ontario Colleges of Applied Arts and Technology Act S.O. 2002, c.8, Sched. F. This information will be used for the purpose of administering a test/exam through an online proctoring service acting as an authorized agent of the College. Please refer to Cambrian's [Official Student Records Policy](#) for more details. If you have any questions regarding the collection of your personal information, please contact Vice President Academic, Cambrian College, 1400 Barry Downe Rd., Sudbury ON P3A 3V8, 1-705-566-8101 ext. 6245.