Spring 2025: EDCI 4500 Project Based Instruction

Section 2: Tuesday/Thursday 2:00 PM – 3:20 PM, Curry 323

Instructor Information

Name: Mr. Anthony Hufford, M.Ed (he/him) Mathematics

Office Location: Curry 309E

Phone Number: 940.565.3128

Office Hours: Mondays 12:00 pm – 1:00pm, Wednesdays 9:00am – 10:00am
For outside office hours, set up an appointment.
Email: Anthony.Hufford@unt.edu

Science Support: Ms. Marcia Jacobs, M.Ed. (she/her) Science

Office Location: Curry 309F

Office Hours: TBD

Available for appointments, in-person or Zoom. For drop-ins, please give a heads-up!
Email: Marcia.Jacobs@unt.edu

Course Description, Structure and Prerequisites

EDCI.4500. Project-Based Instruction in Math, Science and Computer Science; 3 hours

This senior level course supports you to design student curriculum to facilitate student-centered learning, make wise choices in using high-yield instructional strategies and become effective classroom managers.

- Foundations of project-based learning environments
- Principles of project-based curriculum development in mathematics, computer science and science education.
- Classroom management and organization of project-based learning classrooms.
- Capstone course prior to student teaching.

Project Based Instruction EDCI 4500 provides an exposure and awareness of a model of instruction that consistently has been at the helm of educational reform—project-based learning (PBL). Through the course you will learn how to adapt your discipline specific knowledge into thoughtful, engaging, reform-based oriented lessons that will help all students learn. You already have some knowledge and application of inquiry-based instruction. PBI goes even further into the world of inquiry!

When is class? Classes are held on campus twice a week, during an 80-minute class – Tuesdays & Thursdays, 2:00pm – 3:20pm. The Course is structured into 3 PBL Projects; a PBI simulation, Field Teach, and Unit Plan.

How will I know if class is cancelled? I will send a Canvas and/or Outlook email notifying you of a class cancellation. In that message, details of asynchronous assignments will also be provided.

If there is a campus closing that will impact our class, you will be notified by Eagle Alert Campus Closures Policy (https://policy.unt.edu/policy/15-006).

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials. If Canvas is not accessible during the emergency, contact me via email for more information.

What are the prerequisites? Successful completion of EDCI 4000, admission to the Teach North Texas program and College of Education and a university grade point average of at least 2.50.

Course Goals

By the end of this course, students will be able to;
- Differentiate between the three main models of teaching; Direct, 5E Inquiry, and PBI and evaluate own commitment to an instructional model.
- Provide critical feedback to peers.
- Plan and implement effective instructional strategies and practices to inclusively reach all students.
- Develop and implement a one-week unit of student-centered PBI instruction.
- Use probing questions to elicit feedback on students' acquisition of knowledge
- Use formative assessment to evaluate student learning, to provide instructive feedback to middle school students, and as a basis for revising a lesson plan to improve student learning.
- Develop skills and practices of effective classroom management.
- Reflect on teaching experiences to improve skills and practices

Required Materials

Dependent on supplies, these required texts are available by checkout for your PBI semester, except for *Project Based Learning Handbook for Middle & High School*. This book is available from the UNT Bookstore or PBLWorks.

Required texts for ALL teacher candidates

Boss, S., Larmer, J. (2018) *Project Based Teaching: How to Create Rigorous and Engaging Learning Experiences.* Napa Valley, CA: Buck Institute for Education.

Kagan Spencer, Miguel Kagan & Laurie Kagan (2015). *59 Kagan Structures.* San Celemente, CA: Kagan Cooperative Learning.

PBLWorks. (2021, May). *Project based learning handbook for middle & high school* (1st ed.). PBLWorks. ISBN 978-0-9974222-5-2.

Required texts for MATH and COMPUTER SCIENCE candidates

Keeley, P. Tobey, C.R. (2011) *Mathematics formative assessment: 75 practical tips for linking assessment, instruction and learning.* Thousand Oaks, CA: Corwin Press.

Required texts for SCIENCE candidates:

Keeley, P. (2011). *Science formative assessment: 75 practical tips for linking assessment, instruction, and learning.* Thousand Oaks, CA: Corwin Press.

How to Succeed in this Course

Visit with me during Office Hours

Office hours offer you an opportunity to ask for clarification or find support with understanding class material. Meet with me! I encourage you to connect with me throughout the semester. Additional office hours, in-person and virtual, will be offered throughout the semester. Your success is my goal.

You are encouraged to drop by during any of my scheduled office hours. If you need time outside of those hours, please just reach out with when you are available to set up an appointment.

Communicate (PBI Course)

You are not alone in this course; I'm here to navigate you to success. Please communicate ALL your concerns or questions to me. It helps me make better decisions on how to support your learning journey. "I can't help what I don't know about."

How can I reach you outside of class? UNT email is the most efficient medium of communication, when we're not face-to-face. You may also message me through Canvas. Canvas forwards all messages to our UNT emails; *however, your _comments_ on assignments in Canvas will NOT be forwarded*. If you have time-sensitive information, please email me. Also, though email is the most efficient, I prefer that we arrange to meet whenever possible.

How long does it take you to respond to my emails? You can expect to receive a response to your emails (during the weekdays) within 24 hours. Emails sent over the weekends (i.e. Friday afternoon to Sunday) can expect a response as early as Sunday evening or Monday morning. If your email requires a response and you don't receive one within 48 hours, please send me a follow-up email. The semester can get pretty busy, and my inbox becomes rather full. A gentle nudge is appreciated. This writing stem could be helpful;

> "Hello (insert recipient's name), I am following up on the email I sent you on (insert date)…"

Communicate (Field Experience)

What if I have an emergency related to my field teach? Follow the Contact Order for Absences and Cancellations on Canvas that is summarized below.

Contact me by email immediately then call the Teach North Texas main desk at 940-565-2265. They will send me the message. We follow this protocol to avoid interrupting observations, practice teaches, or a class that is in session.

1. Send all class communication through your UNT email address to your instructor, mentor, etc. If you have another email address that you check on a regular basis, you can always automatically forward your UNT email to that account.
2. **Do not text** either your UNT professor or your mentor – always use your UNT email address.
3. Copy your instructor on **all e-mails** that you send to your mentor teacher. To copy the instructor, type their email address into the "CC:" text box within your email client. It is your responsibility to forward an email from your mentor teacher if he/she did not CC: your instructor.
4. Check your email and the Canvas web site daily for class updates. Reset your settings so you automatically get class announcements.

A vital part of PBI is the continued development of each individual's professional persona, not only in the classroom but also as represented in your work ethic and communication skills, written or spoken, with your mentor teacher, your TNT instructor, the campus administration, your students, and other adults encountered in your observation and teaching experiences. When communicating virtually, review these Online Communication Tips to ensure communication is professional and respect others views and perspectives.

Avoid Course Failure

Unless a student withdraws from the course in accordance with UNT deadlines, the following actions will result in failure of the course:
- Not completing required district background check by the posted deadline.
- Missing an arranged teaching date,
- Missing more than the allowed class sessions, and
- Not <u>successfully</u> completing *all* teaches.
- **Failing to appropriately document the minimum number of hours of observations/teaching and approved through Canvas and Watermark.**

How do I complete the background check?

You will be provided instructions during class to complete your background check. This will occur once placements with mentor teachers have occurred.

Background Check Policy
Along with Teach North Texas, our school district partners establish deadlines for completion of background checks that permit teacher education candidates to conduct observations and teaching events in public schools. **For this reason, each student must provide evidence of a completed background check by <u>Wednesday, September 10th, 2025.</u>**

Students who do not successfully complete the background check will be unable to complete mandatory course requirements and will receive a grade of "F" in the course unless the student drops or withdraws from the course according to UNT deadlines. Students that drop or withdraw from classes may become ineligible for financial aid.

How do I show that I've met the required field hours for the TNT program?
You are required to document in Watermark and have approved the minimum number of field hours, per the state of Texas and UNT College of Education. These field hours will are made up of both observation and teaching hours. Failure to document these hours in Watermark, more than one week after the published due date, will result in a grade of zero and could result in the loss of those hours and therefore retaking the course(s).

What are my required number of field hours for the TNT program?
Due to updates in policy from the Texas Education Agency, your required number of field hours is determined by your acceptance date into the UNT College of Education teacher education program. There are 2 possible scenarios:

If you were accepted into the teacher education program through COE prior to September 1, 2024, then the early field requirement for certification is 30 hours and may be documented from TNTX 1100, TNTX 1200, TNTX 1300, EDCI 4000, and EDCI 4500.

If you were accepted into the teacher education program through COE ON or AFTER September 1, 2024, then the early field requirement for certification is 50 hours and may be documented from EDCI 4000 and EDCI 4500. Hours documented from TNTX 1100, TNTX 1200, and TNTX 1300 may also be accepted provided they were not earned during the Fall 2024 semester.

Use your ADA Accommodations

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation.

Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. *Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment.* Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (http://www.unt.edu/oda). You may also contact ODA by phone at (940) 565-4323.

To begin your registration process, connect with the Office of Disability Access (https://studentaffairs.unt.edu/office-disability-access).

Where can I find the UNT policies and procedures for success? You can access these policies in Navigate (Navigate.unt.edu), in Canvas under the Help menu, and on the Student Support Services & Policies page (https://clear.unt.edu/student-support-services-policies).

Creating an Inclusive Learning Environment to Support Your Success

Inclusivity

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture of open communication, mutual respect, and inclusion. All discussions should be respectful and civil. Together, we can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please stop by my office and let me know. We are all learning together. (Code of Student Conduct) (https://deanofstudents.unt.edu/conduct)

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation so we will work as a class to collaborate in ways that encourage inclusivity.

Assessing Your Work

Grading for our course will be based the following numeric grading scale and weighted categories:
A = 90-100%
B = 80-89%
C = 70-79%

D = 60-69%
F = Below 60%

Course Contributions	Percent Value
Assignments (PBI Projects. class preparations, contributions in class, etc.)	20%
Project Based Field Placement Teach	25%
Professionalism & Attendance	20%
Unit Plan	25%
Post-Assessment	10%
Total	**100%**

You will receive many opportunities to receive feedback from your instructor and peers on your project-based unit and your unit plan through the course of the semester; it is in your best interest to make your best effort before turning in these drafts, so that your final product can be the best it can be.

Since you are training to become teaching professionals, practice preparing documents that are ready for students, fellow teachers, administrators, and parents to read. All assignments handed in should be carefully proofread and should contain no spelling or grammatical errors.

Grading rubrics or checklists for most assignments are included. Become thoroughly familiar with and be guided by the grading rubrics used to assess your own learning in this course.

What about the required field work? As TNT's students, you observe the mentor teachers a minimum of two times during the semester. You are responsible for _successfully_ teaching your multi-day PBI lesson. Document all classroom experience using the official UNT documentation program – Watermark. The time begins when you check into the school's front office and ends when you log out in the front office before leaving the campus. The Mentor must confirm in Watermark each time you observe or teach. With your mentor's _and_ instructor's permission, you may complete additional observations. It is a requirement to have a cleared background check before stepping foot on any campus. Once the assigned district notifies TNT of your cleared background checks, you begin your observations and teaching.

What about preparing for the required field work? All lesson plans must be approved by the course instructor before scheduling a practice teach. Before a lesson is presented to K-12 students, it must also pass the TNT Practice Teach. The Practice Teach is the _Dress Rehearsal_. Each student should be fully prepared with all of their materials and be able to fully complete their teach. Students who are unable to gain approval for the lesson from their instructor or fail the Practice Teach cannot teach in the field. Remember that you cannot pass this course without successfully teaching in the field.

Do you accept late work? Yes. Your assignments are due on or before the assignment due date as published in Canvas. After that date, if your assignment is turned in within a week of the published due date _and_ you email me that you've uploaded the late work, you may receive a maximum of 70%. After one week, no credit will be given

How long does it take for me to receive feedback? Typically, you can expect feedback and grades to be returned within 7 days from the due date.

Is academic integrity expected in this course? Yes, absolutely! Every student in my class can improve by doing their own work and trying their hardest with access to appropriate resources. For example, students who use other people's work without citations will be violating UNT's Academic Integrity Policy.

May I use generative AI on my assignments, including lesson planning? The use of generative AI in this class, *unless specified in the instructions of an assignment*, will be considered a form of plagiarism, and will be assigned the same penalties.

Please read and follow this important set of [guidelines for your academic success](https://policy.unt.edu/policy/06-003) (https://policy.unt.edu/policy/06-003).

Academic dishonesty breaches the mutual trust necessary in an academic environment and undermines all scholarship. Our standard for academic integrity is a preponderance of evidence, a standard of review in the student appeal process that evaluates whether allegations are more likely to be true than not true. Consequences may include but not limited to; no credit for an assignment, lower course grade, course failure, etc. Violations will be filed with the Academic Integrity Office.

Course Requirements and Schedule

This course is a Project-Based Learning experience divided into three projects. Every activity, discussion, and assignment will help you complete your project components throughout the semester. Details of our project will be provided both on Canvas and in class. Below is a general outline of the course.

PBI Calendar Overview

Week	Topic
1	PBL Simulation: Course orientation & background checks / PBL Simulation
2	PBL Simulation
3	PBL Simulation: Learning Theories & PBI
4	Field Teach PBL: Designing PBI Experience
5	Field Teach PBL: Constructing Meaning
6	Field Teach PBL: Assessing Learning
7	Field Teach PBL: Classroom Facilitation
8	Field Teach PBL: Project Milestones
9	Field Teach PBL: Assessing Learning
10	Unit Plan PBL: Inclusion & Anti-Bias
11	Field Teach PBL: PBI Implementation – *Teach Week*
12	Unit Plan PBL: Unit Design
13	Unit Plan PBL: Unit Design
14	Unit Plan PBL: Unit Design
Fall Break	
15	Unit Plan PBL: Unit Design
16	PBI Post-Assessment and Clinical Teaching Kickoff

Assignments

Where do I submit my assignments? The majority of assignments are submitted via Canvas. Assignments and/or quizzes are due on or before the assignment due date as published in Canvas.

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 and obtain a ticket number. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

Attendance and Participation

Research has shown that students who attend class are more likely to be successful and you are preparing for a profession in which your daily presence is imperative to the success of your students and your attendance in this class represents that commitment.

This course is designed and organized to be highly collaborative and experiential. It will involve literature discussion groups, and small and large group discussions and activities. Therefore, your attendance and participation are essential to your learning. It is not possible to be enriched by discussions and collaborations if you are not present or prepared for class. It is important that you communicate with me to mitigate the impact of the absence on your attainment of course learning goals. Please note, if you miss class for any reason, you will not receive full participation credit for that class session.

Once you enter class, you should **remove ear buds**, **turn off cell phones**, and **keep tablets and computers in the "off" mode** unless you are using any one or combination of these items for learning activities associated with the course. Should you want or need to use the computer to take class notes, please inform the instructor of such.

If you cannot attend class **for any reason, including for the observance of a religious holy day**, please:

1. Contact me at Anthony.Hufford@unt.edu **before** class.
2. Use your resources to access all announcements, assignments and information presented or discussed in class, amid your absence. (Keep in mind that illness-related absences may require a doctor's note.)

Whether you have poor attendance and/or you don't attend the full class time, your grade will be adversely affected. Students missing more than 10 minutes of a class will be counted as absent. Below is the attendance policy.

- 3 tardies = 1 absence. This means arriving to class late *and/or* leaving class early.
- 3 absences = final grade in the course will be lowered by one full letter grade.
- 4 absences = final grade in the course will be lowered by two full letter grades.
- 5 absences = F in the course.

Please understand that the workload in this course is heavy, yet essential to reach the course goals. Much of what we do in-class will require collaboration, so we are creating opportunities for you to work together and serve as resources for learning with each other.

Examination Policy

The pre/post-assessment are closed-book/resources assessments completed through Canvas. The post-assessment will be completed during the course's assigned date/time during finals week. In the event of internet issues, first contact the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324 to secure a remedy ticket number. Only after you have received your remedy ticket number, contact me to let me know what is occurring so we can determine your next steps.

Moving onto Clinical Teaching

While there are quite a few requirements to successfully move on to your Clinical Teaching semester like acceptance in the College of Education. A couple that relate to your semester in PBI are;

- Successful completion of the EDCI 4500 PBI course.
- Signed documentation of the minimum requirement of teaching and observation hours approved and uploaded to Watermark. (Determined by your acceptance date to COE.)
- Create TEAL/ETS Testing Account to take and **PASS your content exam**.
- It is highly encouraged you also take and pass your PPR this semester but that may be taken during Clinical Teaching on a weekend.
  - If a test is scheduled during the week of Clinical Teaching, that day must be made up and it extends your field placement days beyond the original field placement dates.

Getting Help

Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

UNT Help Desk: https://aits.unt.edu/support/
Email: helpdesk@unt.edu
Phone: 940-565-2324
In Person: Sage Hall, Room 330
Walk-In Availability: Mon-Fri: 8am-5pm
Telephone Availability:
- Mon-Thurs: 8am-9pm
- Fri: 8am-5pm
- Sat-Sun: 11am-3pm

For additional support, visit Canvas Technical Help (https://community.canvaslms.com/docs/DOC-10554-4212710328)

Student Support Services

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/index.html)

Other student support services offered by UNT include

- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Eagle Engagement Center (https://studentaffairs.unt.edu/center-for-belonging-and-engagement/index.html)
- UNT Food Pantry (https://studentaffairs.unt.edu/desresources/programs/food-pantry/index.html)

Academic Support Services

- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)
- MathLab (https://math.unt.edu/mathlab)

Syllabus Change Policy
This course syllabus is intended to be a guide and may be amended at any time.