WED 462—Instructional Methods and Materials

Purpose of the Course

WED 462 the second of a three-course sequence designed to expand your knowledge of occupational analysis and curriculum development for work education programs in post-secondary institutions and agencies. Upon successful completion, you will gain a basic knowledge of a systems approach to curriculum development, occupational analysis and instructional methods used in the workforce, vocational/technical and occupational education. The course includes: selection of methods and materials, selection of lesson content, organizing content for effective learning, presenting lessons, and analyzing effectiveness of instruction.

Course Catalog Description: Instructional methods in occupational training program. Prerequisite: WED 460

General Objectives

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

1. Demonstrate the procedures and principles required for the planning and preparation of units of instruction.
2. Demonstrate the procedures and principles required in the teaching/delivery process.
3. Analyze verbal and visual teaching process in order to improve your own and others' instructional abilities.

Text and Resource Materials

Required Course Materials

- Student Manual
- e-Learning Units

1. Employ Oral Questioning Techniques
2. Online Conferencing: Asynchronous Discussion

- Evaluation Forms
  - WED 462 Lesson Evaluation Form for printing
Supplemental Course Materials
Web Resources

- Classification of Instructional Programs
- Ethics for Instructional Designers and Training Managers
- Military Careers
- O*NET OnLine
- SCANS Report
- NAICS (North American Industry Classification System)

Assignments and Requirements

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100 = Total Points

Note 1: Your instructor may deduct points for class absence. Please confirm absence penalties with your instructor.

Note 2: Your instructor may invoke a point penalty of up to 10% for late assignments. Please confirm late assignment penalties with your instructor.

Note 3: Students are expected to prepare for class. Review the appropriate chapters before class and participate in class discussion. Lack of preparedness or participation will be treated as a late assignment.

Grading

A conventional letter grade will be assigned based upon the following cumulative points

A = Greater than 90 points
B = 81 to 90 points
C = 71 to 80 points
D = 61 to 70 points
F = Below 61 points
Policies and Standards

Students are expected to attend class, read assigned materials, participate in class activities, and complete other requirements as may be assigned. Most problems and disagreements between students and instructors can be avoided by open communication at the beginning of a course. Therefore, you are encouraged to ask your instructor about any issue not understood.

Text messaging, phone calls or other electronic or internet related activity will not be tolerated. Please save it for breaks.

Informal attire is permitted, but please dress in a manner appropriate for a university classroom. No hats or caps are to be worn in the classroom. Food and beverages may be consumed during class only if local conventions permit. Regarding all other matters, students are expected to be familiar with and adhere to the Student Conduct Code.

Students needing course-related accommodations should contact the instructor during the first week of class.

The instructor reserves the right to make changes to this syllabus or the schedule as when and where needed.

Instructor Information
Instructor: Michael Morthland, M.S. Ed.
Location: Southern Illinois University
Phone: (O) 618-453-1906; (C) 775-225-4452
Fax: 618-453-1909
Email: mbmorth@siu.edu
Office Hours: Monday and Tuesday, 8:00 am – 4:30 pm

Readings: The course readings indicated for each weekend class session are due before the scheduled class session. For example, text chapters 5 through 7 should be read prior to our class meeting on October 19.

Student Lecture/Demonstration Topics: Topics students wish to conduct their lecture and demonstrations on shall be approved by the course instructor prior to delivery of their lectures. Time will be allowed for discussion of possible topics during the first weekend of class. It is recommended students begin exploring topics of interest prior to our first weekend class meeting. (It may be desirable to conduct your lessons based on your work in WED 460).
## Schedule

### Weekend #1 (Oct. 19/20)

**Saturday**
- Introduction

**Topics:**
- Selection of Instructional Methods and Media.
- Lecture Teaching Methods.

**Read:**
- Student Manual p. 11-18; 31-34; 41-58.
- Text Chaps. 5-7; pp. 209-220
- Text Chapter 14

**Sunday**

**Topics:**
- Demonstration/Performance Teaching Method.
- Guided Discussion Lesson Format.
- Developing Scales, Tests, and Checklists.

**Read:**
- Text Chap. 11

Explain Lecture Lesson and Evaluation

### Weekend #2 (Nov. 2/3)

**Saturday**
- Present & Analyze Lecture Lessons

**Sunday**
- Present & Analyze Lecture Lessons
  Explain Demonstration-Performance Lesson
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