

Capstone Log

Instructional Technology Department

Candidate: <i>Angela B. Burgess</i>	Mentor/Title: <i>Ruth Allen / ITS</i>	School/District: <i>Lambert High School / Forsyth County Schools</i>
Capstone Title: <i>Using Web 2.0 Tools in the Classroom to Promote Higher Achievement and Deeper Thinking</i>		

Date	Activity/Amount of Time (Please total the time after the last entry.)	PSC/ISTE Standards
May 29- June 4, 2013	Completed online training course for itslearning / 10 hours	6.1
June 5/6/ 10/11, 2013	Attended the Aspiring Instructional Technology Specialist Academy for Forsyth County Schools / 20 hours	3.5, 3.7, 6.1
Reflection: Being asked to attend the Aspiring ITS Academy was an honor for me, as it seemed to represent that my school was not only willing but eager for me to take on the new responsibilities that will be presented by completing my capstone next year. Through the training, I learned about the district's expectations for teacher use of itslearning in the upcoming school year as well as the Web 2.0 tools to which we have access as a district. It was certainly helpful during the AITSA to have already completed the online training, since it allowed me to feel more confident during class discussion and also allowed me the opportunity to apply my knowledge from the viewpoint of a student and a teacher. 30 hrs		
June 18, 2013	Attended the " Personalized Learning in itslearning" training session / 9 hours	3.3, 4.1, 4.3, 6.1
July 16, 2013	Attended Itslearning Level 2 training session / 4 hours	6.1
Reflection: These two training sessions really helped me to understand exactly what I will need to help teachers to achieve during my training sessions next year. The system seems very intuitive to me, but I can tell from listening to other teachers in the training sessions with me that some people are going to have issues with the differences between this LMS and Angel. Being able to prepare for those complaints in advance will be helpful. * Just before the July 16 th training session, I found out that I would be working with our ITS as a part-time assistant during the upcoming school year. That will make my capstone even easier to complete, as I will be able to offer training sessions 4 out of the 7 periods of the day as well as before and after school, rather than only 2. 13 hrs		
August 3- 4, 2013	Worked with former ITS and new ITS to develop and design 1 st training session on itslearning / 5 hours	5.1, 5.2
August 6, 2013	Offered 1 st training session on itslearning during pre-planning (How to Create a Course in itslearning) / 8 hrs	2.1, 3.2, 5.1, 5.2, 5.3
September 6, 2013	Worked with former ITS and new ITS to develop and design 2 nd training session on itslearning / 3 hours	5.1, 5.2
September 10, 2013	Offered 2 nd training session on itslearning during select planning periods (Using the Planner) / 4 hrs	2.1, 3.2, 5.1, 5.2, 5.3
Reflection:		

<p>Just before the school year started, just after finding out that I would be working as a part-time ITS, I also found out that our ITS was leaving our school to accept a position with the district office to support teachers across the county with their use of technology. This meant that I suddenly found myself in the position of learning <i>with</i> our new ITS (who had never held the position before), instead of <i>from</i> my mentor. On the other hand, it meant that I had to take a much bigger role in the training sessions than I would have done previously, as the new ITS does not know anything about itslearning, having held the position of Graduation Coach for the past year, and Media Specialist for at least the previous 7 years. Luckily, our former ITS (my mentor) has agreed to continue working with us to design and deliver training sessions with me during the periods that I am teaching. This will help to make the sessions run more smoothly, and will possibly help to smooth the transition as well.</p> <p style="text-align: right;">20 hrs</p>		
October 4, 2013	Worked with former ITS to develop and design 3 rd training session on itslearning / 3 hours	5.1, 5.2
October 8, 2013	Offered 3 rd training session on itslearning during select planning periods (Creating discussions and assignments) / 4 hrs	2.1, 3.2, 5.1, 5.2, 5.3
November 8, 2013	Worked with former ITS to develop and design 4 th training session on itslearning / 3 hours	5.1, 5.2
November 12, 2013	Offered 4 th training session on itslearning during select planning periods (Learning Station) / 4 hrs	2.1, 3.2, 5.1, 5.2, 5.3
November 29, 2013	Worked with former ITS to develop and design 5 th training session on itslearning / 3 hours	5.1, 5.2
December 3, 2013	Offered 5 th training session on itslearning during select planning periods (Recommendation Engine) / 4 hrs	2.1, 2.5, 3.2, 5.1, 5.2, 5.3
January 6, 2014	Worked with former ITS to develop and design 6 th training session on itslearning for only Math/ELA teachers / 2 hours	5.1, 5.2
January 7, 2014	Offered 6 th training session on itslearning during select planning periods (Recommendation Engine #2) / 2 hrs	2.1, 2.5, 3.2, 5.1, 5.2, 5.3
February 14, 2014	Worked with former ITS to develop and design 7 th training session on itslearning / 2 hours	5.1, 5.2
February 18, 2014	Offered 7 th training session on itslearning during select planning periods (Toolbox Tidbits and Trainings) / 4 hrs	2.1, 3.2, 5.1, 5.2, 5.3
<p>Reflection: Over the course of fall and spring semester, I was able to offer 7 different training sessions focused solely on best practices for using itslearning. Each time Ruth and I planned together, we found ways to bring my more recent classroom experience into focus so that teachers would be able to recognize that I was also doing everything they were being trained and asked to do. I feel that I have become better at the idea of teaching teachers as we have developed and presented more of the training sessions.</p> <p style="text-align: right;">31 hrs</p>		
August 14, 2013	Met with 10 th Lit teachers to develop Web 2.0 stations for ESOL students / 1 hour	2.5, 3.1, 3.4, 3.6, 4.3
August 26, 2013	Met with Spanish teacher to plan lesson using ActivVotes / 1 hour	3.1, 5.2
September 9, 2013	Met with Math teacher to plan lesson using ActivVotes / 1 hour	3.1, 5.2
October 16 & 17, 2013	Planned and offered training session for administration, counseling, and staff at admin request for using OneNote / 5 hours	3.1, 3.5, 5.1, 5.2, 5.3
October 24, 2013	Met with Spanish teacher to demonstrate integration of Quizlet sets with itslearning / 1 hour	3.1, 5.2
November 6-8, 2013	Attended GaETC to obtain more information about Web 2.0 tools and continued technology training / 25 hours	6.2

November 22, 2013	Composed interest email for BYOT Tour to send out to garner staff participation interest / 30 minutes	3.7
December 13, 2013	Met with English teacher to plan lesson using ActivVotes / 1 hour	3.1, 5.2
December 18, 2013	Met with "Technology Team" to coordinate plans for BYOT Tour / 1 hour	2.6, 2.8, 5.1, 5.3
December 13, 2013	Met with English teacher to plan lesson using ActivVotes / 1 hour	3.1, 5.2
January 22 – March 26, 2014 (weekly)	Met with "Technology Team" to coordinate plans for BYOT Tour / 1 hour = 9 hours	2.6, 2.8, 5.1, 5.3
February 3, 2014	Met with Latin teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 4, 2014	Met with English teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 7, 2014	Met with English teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 10, 2014	Met with English teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 12, 2014	Met with administration to plan BYOT Tour / 2 hours	3.1, 5.2
February 19, 2014	Met with English teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 19, 2014	Met with Spanish teachers to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
February 21, 2014	Met with administration to plan BYOT Tour / 2 hours	3.1, 5.2
February 26, 2014	Met with Math teachers to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
March 3, 2014	Met with Science teachers to plan BYOT Tour Lesson Plan / 2 hours	3.1, 5.2
March 6, 2014	Met with Marketing teachers to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
March 11, 2014	Met with Social Studies teacher to plan BYOT Tour Lesson Plan / 1 hour	3.1, 5.2
March 19, 2014	Met with Student Ambassadors to discuss BYOT Tour Guide Responsibilities / 1 hour	3.7, 4.2
March 26, 2014	Held "Open Help Session" for last-minute assistance before BYOT Tour / 4 hours	3.5
March 27, 2014	BYOT Tour / 4 hours	3.5, 4.1, 4.2, 5.2
<p>Reflection: WOW! That was really quite a long time and a lot of preparation for a day that seemed to fly by! It's hard to believe that all of the effort was over and will soon be forgotten after just one short period. However, I think that it went really well and that our students and teachers shined through their use of technology. Based upon comments made, it seems as though the extra training sessions were very helpful to teachers in being able to maintain their calm as things inevitably went slightly off track. When I send out the post-tour survey after Spring Break, I should be able to get a better feel for how things went.</p> <p>* Not included here, but the survey results show that the tour was quite successful! YAY! 70.5 hrs</p>		
Total: 164.5 hours		

