

Web Page Information

Program Overview

The Instructional Technology program was founded to prepare instructional technology professionals:

- with the knowledge and skills in design, development, utilization, management, and evaluation of materials, process, and resources to enhance learning in educational and business settings and
- who are committed to respecting diversity among people, and who ascribe to the highest of ethical standards and practice in the field of instructional technology.

The emphasis is on preparing Instructional Technology professionals for leadership roles as public school and college level educators and for work in training positions in business and industry. The program includes a solid foundation in research, curriculum, and teaching skills with an emphasis in instructional design, and educational technology.

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Master of Education in Instructional Technology Program

Master's Admissions and Advisement Procedures

The Graduate School has three admission statuses, described briefly here. Official descriptions are in the current graduate catalog. The graduate admissions categories are: (1) Full admission to the Master's program in Instructional Technology (EDIT). (2) Graduate temporary (GTMP). Students may enroll as a "Graduate Temporary" (GTMP) graduate student for one semester while awaiting the GRE test results and (3) Post-Bac Teacher Certification program (CERT).

The College of Education (COE) has established a holistic approach to the admission process. If a student does not gain full admission within one semester, he or she will not be permitted to register for the second semester.

1. Apply through the Office of Graduate Admissions located in Holden Hall for "General Admission" to the Graduate School, online at <http://www.depts.ttu.edu/gradschool/admissions/How.php>. Read the *Graduate Catalog* of the University for admission requirements. A bachelor's degree from Texas Tech University or any other university does not guarantee admission to the master's program.
2. Complete the Graduate Record Examination (GRE). Applications may be obtained from the Testing and Evaluation Center in West Hall on the campus or other authorized testing centers.
3. In addition, applicants whose native language is not English are required to take the TOFEL.
4. The standards for admission to the Instructional Technology Program go beyond those for admission to the Graduate School. Submit the following materials to the Office of Graduate Education and Research, College of Education, Box 41071, Lubbock, TX 79409 Phone: 806-742-1998 x 434.
 - a. Two (2) recommendation from individuals with knowledge of the applicant's potential for success in the master's degree program. You may use the form found in this handbook or have the individual write a letter of recommendation.
 - b. A 2-3 page personal statement detailing applicant's background, career goals, and rationale for seeking a master's in instructional technology.

Notification of acceptance. Student applications will be reviewed as files are completed. The program's recommendation regarding admission is forwarded to the Graduate School. The official letter of acceptance or rejection will be sent by the Office of Graduate Admissions.

Appeal process. Applicants who are not accepted into the Master's Program in Instructional Technology may appeal the Instructional Technology Program faculty's decision. The first level of appeal is to reapply to the program, addressing the program faculty's reasons for rejection, as delineated in the notification of the rejection letter. If an applicant is still rejected by the Instructional Technology Program faculty, the next level of appeal is the College of Education Graduate Academic Affairs Committee. In making an appeal to the Graduate Studies committee, the applicant must address the Instructional Technology Program faculty's reasons for rejection as defined in the previous letters. If the applicant's appeal is denied by the College of Education Graduate Academic Affairs Committee, there is no further recourse for admission.

Advisement Procedures

All EDIT faculty are willing and able to provide advisement as needed by individual students. As it is helpful for students to have one advisor, the program coordinator will assign an advisor to each student. The student may request *in writing* to be assigned to a specific faculty advisor. Students may change advisors during their course of study by writing the program coordinator to request such a change.

The endorsement plan (for certification) and/or degree plan (for graduation) are the primary advisement tools. Both are completed early in the student's program, ideally in the first semester, and provide the listing of courses needed for graduation. The student is responsible for keeping the endorsement and/or degree plans updated and for bringing the plans to advisement sessions. Students need to file degree plan changes when necessary.

The student's advisor will provide other forms of guidance as requested by the student. This includes providing suggestions for preparing for the comprehensive evaluation.

Degree Plan

As soon as possible after admission to a degree program, but no later than during the first semester of work, the student should contact his or her assigned program advisor to develop a "Program for the Master's Degree." During an individual conference, the departmental advisor will assist the student with selection of courses related to the program option chosen. After the student's degree plan is signed by the advisor, department chair and approved by the Graduate School, the student is expected to follow it as the basis of all subsequent enrollments

With proper planning, the academic requirements for the Technology Application Certification Preparation or the Master Technology Teacher Certification Preparation can be completed concurrently with the 39-hour Master's degree program. Care must be taken to select courses on the degree plan that will also meet special credentials the student may be seeking, such as licensure or certification.

Transfer credit. Only six approved semester hours of coursework may be transferred from another accredited university. Transfer courses may not include practicum or internship. No course on the degree plan may be over six years old at the time the degree is conferred.

Applicants with a prior master's degree. The TTU Graduate Catalog states that permission to work toward a second degree of the same level is granted only upon approval by the Instructional Technology Program and review by the Graduate Dean. The applicant is subject to all requirements as a new student. While there is no guarantee that any work from the first master's degree may apply to the second, at least *one full year (24 semester hours) must be taken specifically for the new degree program.* Therefore, applicants with a prior master's degree are urged to investigate the Doctoral Program in Instructional Technology.

Program of Studies

The M.Ed. degree requires a minimum of 39 graduate semester hours. Emphasis is on practical application and knowledge of educational technology including design, development, utilization, management, and evaluation. Graduates of the master's program are equipped to teach, design, and administer instructional technology programs. A full master's program is available online, or a combination of online and face to face classes is offered. The course requirements and electives for both the online and campus based programs are the same. Those students electing to complete the program online should be aware that while all required courses are offered online, not all electives are available in this delivery format. Therefore selection of electives should take into account the delivery format. The instructional technology master's program is appropriate for those desiring to work in higher education, K-12 education, or government or private sector training organizations or programs.

Research and Statistic Core *One of the following courses:* **3 hours**
EDCI 5380 Action Research I
EPSY 5379 Introduction to Educational Research
EPSY 5380 Introduction to Educational Statistics

Foundation Courses *One of the following courses:* **3 hours**
EDCI 5320 Curriculum Theory: Foundations
EDHE 5300 The History of Higher Education in the United States
EPSY 5310 Philosophy of Education
EPSY 5314 History of Education
EPSY 5323 Cultural Foundations of Education
EPSY 5331 Human Development in Education
EPSY 5332 Educational Psychology (This is recommended for online students as it is most frequently offered online)

Required Courses in Instructional Technology **21 hours**
EDIT 5316 Instructional Technology Foundations

EDIT 5317	Instructional Design Foundations
EDIT 5325	Planning and Developing Instructional Materials
EDIT 5330	Computers, Critical Thinking & Problem Solving in the Content Areas
EDIT 5370	Foundations in Distance Education
EDIT 5395	Administration of the Instructional Technology Program
EDIT 5397	Practicum in Instructional Technology

Elective Courses in Instructional Technology Select 4 courses of the following: 12 hours

EDIT 5320	Educational Network Applications
EDIT 5321	Computer Programming for Educators
EDIT 5322	Authoring Systems for CAI
EDIT 5326	Computer Assisted Instruction
EDIT 5341	Curriculum Applications of the Internet
EDIT 5342	Authoring for the Internet
EDIT 5380	Video-based Distance Education
EDIT 5390	Designing Online Instruction

TOTAL 39 hours

Instructional Technology Course Schedule and Delivery Format

Course	Term/Delivery Format
EDIT 5316 Instructional Technology Foundations	Fall/online
EDIT 5317 Instructional Design Foundations	Summer/online
	Spring even years /campus
EDIT 5320 Educational Network Applications	Fall even years/campus
EDIT 5321 Computer Programming for Educators	Spring even years/campus
EDIT 5322 Authoring Systems for CAI	Fall/online
EDIT 5325 Planning and Developing Instructional Materials	Fall/online
EDIT 5326 Computer Assisted Instruction	Spring even years/campus
EDIT 5330 Computers, Critical Thinking, & Problem	Spring/online

Solving in the Content Areas

EDIT 5370 Foundations in Distance Education	Fall/online
EDIT 5341 Curriculum Applications of the Internet	Spring/online
EDIT 5342 Authoring for the Internet	Summer/online
EDIT 5380 Video Based Distance Education	Summer/online
	Fall odd years/online
EDIT 5390 Designing Online Instruction	Fall/online
EDIT 5395 Administration of the Instructional Technology Program	Spring/online
EDIT 5397 Practicum in Instructional Technology	Spring/arranged Summer/arranged
Doctoral Level Classes: Meet first Monday of term and then on arranged Saturdays throughout semester.	
EDIT 6317 Advanced Instructional Design: Theory and Practice	Fall Odd Years
EDIT 6322 Research in Instructional Technology	Fall Even Years
EDIT 6325 Multimedia Production for Instruction	Spring Odd Years
EDIT 6380 Distance Education: Trends, Issues, Research	Spring Even Years

Comprehensive Evaluation

Every candidate for a master's degree at Texas Tech must pass a comprehensive evaluation prior to graduation. The evaluation for the M.Ed. in Instructional Technology requires each student to demonstrate the ability to synthesize and apply knowledge acquired during the course of study. There will be 6 essay questions on the evaluation from which the student chooses 4 to answer. The questions will broadly cover the content of the required coursework and will call for synthesis and evaluation as well as a demonstration of understanding of major concepts and methods. An effort will also be made to tailor the evaluation to the student's background and professional goals. The evaluation will cover the following broad areas:

- Technology Applications in Education
- Authoring and Programming for Educational Applications
- Utilization of Educational Software
- Planning and Management of Instructional Technology Programs
- Instructional Design
- Planning and Producing Instructional Materials
- Computer Network Applications
- Instructional Design for Distance Education
- Technology for Distance Education
- Planning and Management of Distance Education

All M. Ed. comprehensive evaluations for the College of Education are conducted once per semester, on a Saturday morning, near the middle of the semester. Comprehensive evaluations are normally taken during the student's last semester of course work. Students must be currently enrolled to qualify to take the evaluation and all grades of incomplete must be removed prior to taking the comprehensive exam. Students register for the evaluation with the office of the Associate Dean for Graduate Studies of the College of Education (806-742-2344 or complete the application on-line at <https://educfmk.educ.ttu.edu/SSL/Applications/mcompapp/>).

The evaluation will be evaluated on the following criteria:

- clear and concise writing
- directness in dealing with the question
- grasp of relevant facts, ideas, and issues
- ability to synthesize and apply information

Evaluations are evaluated only as *pass* or *fail*. Evaluations are evaluated in a blind review independently by at least three EDIT faculty members. Each question will be evaluated on a 5 point scale ranging from *clearly outstanding* to *clear failure*. A mean overall score of 3.0 is required for a passing grade. In special cases, the evaluation team may request an oral review of the evaluation with a candidate before assigning a grade of pass or fail. Students will be notified of the results of the test by the Associate Dean of Graduate Studies of the College of Education approximately 3 to 4 weeks after the examination.

Students who do not pass the evaluation may retake it once. This is usually done during the following semester. Students who intend to retake the evaluation should register for EDIT 7000 with a program faculty member for directed study to prepare for the evaluation.

Other Issues

Other important issues such as registration, financial assistance, ethics, and appeals procedures are outlined in the *Texas Tech University Student Handbook*.

Certification Preparation Programs

Two teacher certification preparation programs in technology are available through the EDIT program: the all level technology applications teacher certification preparation and master technology teacher professional certification preparation program. The technology applications certification can provide initial certification or be added to an existing teacher certification. The master technology certification requires existing teacher certification and experience in teaching. Complete information related to certification may be found at <http://www.educ.ttu.edu/certification> <http://www.educ.ttu.edu/certification>

All-level Technology Applications Teacher Certification Preparation Program

This certification is for individuals interested in teaching technology applications EC-12. For initial teacher certification, 15 hours in education and 15 hours in EDIT are required. For those who already have a teaching certificate, they can add the technology applications certificate preparation by taking 15 hours in EDIT. Both methods require successfully passing a TExES test on technology applications.

Admission Criteria

Candidates must meet admission criteria for a certification program established by Texas Tech University and can be found at <http://www.educ.ttu.edu/student/admissions.html>. For information on initial certification visit <https://educfmk.educ.ttu.edu/ssl/pbapp/>. To be accepted into the program, potential candidates must submit a formal application to the Graduate School office along with an application fee and provide the following evidence of qualification:

1. A bachelor's degree with a grade point average of 2.5 or approval of the EDIT program.
2. An official copy of all college transcripts.

The following application materials must be submitted to the EDIT program for review and approval:

1. Evidence that applicant is actively pursuing a teaching certificate through an approved program or Photocopy of current Texas teaching certificate.
2. Documented evidence of prerequisite technology skills by submitting a portfolio of sample works demonstrating skills in technology application for teaching.
3. Two letters of recommendation.

Those interested will be required to submit all application materials as outlined in the Admission Criteria to the following address:

Texas Tech University
 College of Education
 Educational & Instructional Technology
 P.O. Box 41071
 Lubbock, Texas 79409

Required Courses/ Program of study

Texas Tech University's technology applications certification preparation program comprises 15 semester hours of coursework. Infused into the curriculum are concepts of learner diversity, technology to achieve learning objectives, application of course content in practice settings, research on teaching and learning with technology, and ethical issues. (Those interested in initial certification will also need 15 hours in education.) With the exception of EDIT 5318, all course work from the All level Technology Applications Certification and the Master Technology Teacher Professional Certification Program may be used toward a graduate degree in Education and Instructional Technology (EDIT) at Texas Tech University. Course work from the technology applications certification program may also be applied toward the Master Technology Teacher Professional Certification Preparation program.

Following admission, a program plan will be developed for the student with the assistance of the program coordinator. Students will be offered an opportunity to pursue the Master Technology Teacher certification preparation which requires an additional 9 hours of coursework. OR students might consider pursuing the Masters in Instructional Technology. Classes will be scheduled evenings and online. With that in mind, a reasonable time frame estimated for completing the program is 12 to 18 months.

With the exception of the practicum (EDIT 5397) which is arranged with the instructor, all coursework for this online certification program will be delivered online and consist of fifteen semester hours as listed below:

Course Number	Name	Schedule
EDIT 5318	Introduction to Small Computers in Education	Fall, Spring, Summer - online
EDIT 5322	Authoring Systems for Educational Software	Fall - online
EDIT 5325	Planning and Developing Instructional Media	Fall - online
EDIT 5330	Computers in the Content Area	Spring - online
EDIT 5341	Curriculum Applications of the Internet	Spring - online

A minimum of grade B on all courses in the program is required to ensure that students will be able to pass the certification examination. A deficiency plan will be developed and implemented for students whose progress are not satisfactory before they are presented for candidacy in the certification examination.

With the exception of EDIT 5318, all course work from the All level Technology Applications Certification and the Master Technology Teacher Professional Certification Program may be used toward a graduate degree in Education and Instructional Technology (EDIT) at Texas Tech University. Course work from the technology applications

certification program may also be applied toward the Master Technology Teacher Professional Certification Preparation program.

The Master Technology Teacher (MTT)

The Master Technology Teacher Professional Certification Program will meet the needs of teachers in the Education Service Center, Region XVII, South Plains and through distance education, across the state of Texas who wish to increase their knowledge and skills in technology integration in the early childhood through twelfth grade classrooms and serve as facilitators of technology use for both students and teachers in their school districts. Target population:

- Individuals holding a Technology Applications Certification from the State Board of Educator Certification, Texas
- Individuals who are currently enrolled in the Texas Tech University Educational and Instructional Technology Master's and Doctoral Programs
- Individuals from across the state of Texas who are not in either of the two populations, but have demonstrated expertise in teaching and are nominated by principals or superintendents/district administrators

Admission Criteria

Candidates must meet admission criteria for a graduate program established by Texas Tech University and can be found at <http://www.depts.ttu.edu/gradschool/Prospect.php>. To be accepted into the program, potential MTT candidates must submit a formal application to the Graduate School office along with an application fee and provide the following evidence of qualification:

1. A bachelor's degree with a grade point average of 2.5 or approval of the EDIT program.
2. An official copy of all college transcripts.

The following requirements must be submitted to the EDIT program for review and approval:

1. A Technology Applications or Technology Education teaching certificate or a teaching certificate with at least 3 years teaching experience.
2. Documented evidence of prerequisite technology skills by submitting a portfolio of sample works demonstrating skills in technology application for teaching.
3. Professional Statement from the applicant that includes:
 - a. Qualifications for Master Technology Teacher
 - b. Professional goals and personal goals
 - c. Philosophy of teaching with technology
 - d. Professional development experiences
 - e. Qualifications for assuming a peer mentoring role
 - f. Commitment to teaching students from diverse backgrounds
4. Two letters of recommendation from school district administrators.
5. Photocopy of current Texas teaching certificate.

Those interested will be required to submit all application materials as outlined in the Admission Criteria to the following address:

Texas Tech University
College of Education
Educational & Instructional Technology
P.O. Box 41071
Lubbock, Texas 79409

Required Courses/ Program of study

Texas Tech University's MMT certification preparation program comprises 24 semester hours of coursework. Infused into the curriculum are concepts of learner diversity, technology to achieve learning objectives, application of course content in practice settings, research on teaching and learning with technology, and ethical issues.

Following admission, a program plan will be developed for the student with the assistance of the program coordinator. Students will be offered an opportunity to pursue an optional master's degree in the EDIT program which includes all courses in the MTT certification. Classes will be scheduled evenings and online. With that in mind, a reasonable time frame estimated for completing the program is 12 to 18 months.

With the exception of the practicum (EDIT 5397), coursework for the MTT online certification program will be delivered online and consist of twenty-four semester hours as listed below:

Course	Title	Schedule
EDIT 5317	Instructional Design Foundations	Fall - online
EDIT 5318	Introduction to Small Computers in Education	Fall, Spring, Summer - online
EDIT 5322	Authoring Systems for Educational Software	Fall - online
EDIT 5325	Planning and Developing Instructional Media	Fall - online
EDIT 5330	Computers in the Content Area	Spring - online
EDIT 5341	Curriculum Applications of the Internet	Spring - online
EDIT 5395	Administration of the Instructional Technology Program	Spring – online
EDIT 5397	Practicum in Instructional Technology	Spring – face to face Summer - online

A minimum of grade B on all courses in the MTT program is required to ensure that students will be able to pass the certification examination. A deficiency plan will be developed and implemented for students whose progress are not satisfactory before they are presented for candidacy in the certification examination.

With the exception of EDIT 5318, all course work from the All level Technology Applications Certification and the Master Technology Teacher Professional Certification Program may be used toward a graduate degree in Education and Instructional Technology (EDIT) at Texas Tech University.