Graduate Teacher Preparation Programs Comprehensive Syllabus https://bit.ly/techspedfsu

2026
EDUCATOR Programs
Comprehensive Syllabus
Using Technology to Support Students with Disabilities
Special Education in the Classroom

A week prior to first class, students receive an email from the instructors indicating class pre-work that will equate to 2 hours of work and will join the FSU google classroom.
(synchronous/online in Google Meet with asynchronous assignments)

Session Dates:
1. Synchronous Session through Google Meet: Jan 6, 2026 4 – 6 p.m Eastern Time
2. Asynchronous Session through recording: (can watch during official class time) Jan 13, 2026, 4 – 6 p.m.
3. Synchronous Session through Google Meet: Jan 20, 2026, 4 – 5 p.m. Eastern Time

Instructor: Mary Marotta and Craig Sheil
Office Hours: Scheduled appointments and 30 minutes at the end of class.
Telephone: n/a
E-mail: mmarotta@fitchburgstate.edu and csheil@fitchburgstate.edu

COURSE DESCRIPTION:
This course contains content needed to fulfill the DESE Individual Professional Development plan requirement of at least 15 PDPs in the area of training related to teaching students with disabilities (for renewal of licensure).

This course will focus on how technology tools and applications support students with disabilities in the classroom.A wide range of tools, applications and concepts focusing on Google Workspace for Education, Google Classroom and other web-based tools. Each session will involve multiple modalities of learning, readings, videos, recordings and podcasts. Students will explore tools to differentiate instruction to accommodate students with disabilities to meet the needs of all learners.

COURSE FORMAT-
The course will be delivered online using Google Classroom/Google Meeting over one month. With both synchronous and asynchronous time.

*** PLEASE NOTE - If you plan on matriculating into a graduate program at Fitchburg State University, please be aware that twelve semester hours of Fitchburg State University credit taken within a year prior to the student's admission may be applied to the degree program with the approval of the program chairperson. Anything over 12 credits prior to matriculation will NOT be accepted towards the degree.***

TEXTS: Handouts and online resources will be provided.

- ISTE Standards for educators. (2017) *ISTE | Standards For Educators*. Online] Available:
    https://www.iste.org/standards/iste-standards-for-students

TO EDIT DESE Standards - Digital Tools and Collaboration (DTC) Digital tools are applications that produce, manipulate, or store data in a digital format (e.g., word processors, drawing programs, image/video/music editors, simulators, Computer-Aided Design (CAD) applications, publishing programs). Digital tools are critical for conducting research, communicating, collaborating and creating in social, work,

and personal environments. The use of digital tools is integral to success in school and career.

1. **Digital Tools:** Digital tools are used to create, manipulate, analyze, edit, publish, or develop artifacts. Individuals and groups identify, evaluate, select, and adapt new tools as they emerge.
2. Collaboration and Communication: A variety of digital tools are used to work collaboratively anytime and anywhere, inside and outside the classroom, both synchronously and asynchronously, to develop artifacts or solve problems, contribute to the learning of others, and communicate.
3. **Research**: A variety of digital tools are used to conduct research, answer questions, and develop artifacts to facilitate learning and convey understanding. Access to the Internet and digital tools allows people to gather, evaluate (for validity, bias, relevance, accuracy, etc.), organize, analyze, and synthesize information, data and other media from a variety of sources. Effective use of information, data, and media requires consideration of validity, ethics, and attribution of sources.

- Includes current Education Unit Conceptual Framework:
  Fitchburg State University Teacher Preparation Programs. (2012). Conceptual framework. Fitchburg, MA: Author. [Online] Available:
  http://www.fitchburgstate.edu/academics/academic-departments/education-unit/conceptual-framework

Fitchburg State College Teacher Education Conceptual Framework

This course will address the dispositions of the Conceptual Framework in the following way(s):

Knowledge: As a result of the learning experiences in the course, you will become more cognizant of:
• The use of technology tools and applications can support SEI (Sheltered English Immersion Endorsements) students in the classroom
The purpose of technology to support the curriculum
Explore and research tools for communication and collaboration. .

Skill: As a result of the learning experiences in the course, you will become better able to:
• Learn to use the applications and web-based to support SEI (Sheltered English Immersion Endorsements) students in the classroom

Caring: As a result of the learning experiences in the course, you will become more competent in your ability to:
• Provide additional methods of differentiated instruction using technology to share information and collaborate online.

Ethical: As a result of the learning experiences in the course, you will become more competent in your ability to:
• Copyright issues related to education.

LEARNING OUTCOMES / OBJECTIVES:

In this course, students will use a variety of online applications focused on technology tools and applications to support students with disabilities in the classroom.Technology is an essential skill in the process of learning and one of the core tools to effectively differentiate instruction for students with disabilities.
You will learn:

- **Google Workspace for Educators** has a variety of tools such as Google Dictionary, speech recording and translation tools built into the application. Other tools may include:

- **Chrome Extensions for Struggling Students and Special Needs** Integrated into Google Docs, Drive, Slides and classroom. Focus on the free version, paid subscription is also available. **Extensions** Basics of Read&Write for Chrome. Read&Write for Google Chrome - Boost reading and writing confidence across all types of content. Easy-to-use, Read&Write provides personalized support to make documents, web pages and common file types in Google Drive.

- **Readability - Reading comprehension**
  - Google Dictionary
  - Summarization tools
  - Additional Resource

- **Designing Lessons and Projects**

Note: specific tools may vary depending on updates, costs and availability.

INSTRUCTIONAL STRATEGIES

X	Lecture	X	Data Collection and Analysis
X	Discussion/Questioning	__	Pre-Practicum
__	Laboratory	X	Role Playing/Simulation
X	Problem Finding/Solving	X	Independent Learning
X	Discovery	__	Field Trips
X	Interviewing	X	Computer Applications
X	Collaborative Learning Groups	X	Viewing or Listening to Followed by
X	Reflective Responses		Discussing
X	Creating Visual Illustrations of Concepts	X	Other Extensive use of Internet Resources.

Technology Initiatives:

Users of the Fitchburg State College computer systems are subject to all applicable federal, state, and international computer laws. Questions regarding regulations may be directed to the office of Information Technology Systems. Participants will utilize technology as:
- Create a learning environment that encourages positive social interaction, active engagement in

learning and self-motivation
- Use effective communication techniques, media and technology to foster active inquiry, collaboration and supportive interaction in the classroom.
- Use instructional technology to enhance student learning.
- Create formal and informal assessment strategies to evaluate student progress.
- Reflect on teaching and evaluate the effects of choices and actions on students, parents and others

COURSE_REQUIREMENTS:

Active Class Participation and Attendance:
Participate by using technology to create collaborative documents,lessons and discussions to support the curriculum.

Reading and Case Studies: Reading and case studies will be posted online through Google Classroom as well as through screen recordings, tutorials and podcasts.

Web-based tools will give participants an opportunity to explore and apply technology tools to address a variety of learning styles.

Lessons can focus on the following areas:
- **Assessment**
A traditional method of measuring comprehension, educators traditionally create pre- and post-assessments for students and tailor learning to the specific needs of the students. Web-based tool can be used to create similar assessments which measure comprehension, and benchmarking.
- **Remedial**
Additional exercises are often required to reinforce some lessons to students who fare poorly. By providing access to visual guides, repetitive exercises and practical examples of tools covered in class.

Curriculum Lesson Project:
Participants will develop the skills and abilities using a variety of tools to create engaging lessons, recordings and activities focused on supporting SEI students in the classroom

Project Options:
- Design a lesson incorporating multimedia, recordings or other tools covered course,
- Options for Different Learning Style Preferences -- Effective lessons should offer optional transcripts and/or images to address different learning styles as well as accessibility issues
- Presentations - Present project/lesson plans to class.

EVALUATION OR GRADING POLICY:

Grading for Graduate Credit- Outline below

Assignment	Weight
Create Lesson using two tools covered in class	30%
Create activity using an interactive tools	30 %
Class Presentation	20%
Class Participation	10%
Reflection of Course	10%

FITCHBURG STATE COLLEGE
GRADUATE GRADING SYSTEM - Effective Fall 2008

4.0	95 – 100	A
3.7	92 – 94	A-
3.5	89 – 91	A-/B+
3.3	86 - 88	B+
3.0	83 - 85	B
2.7	80 – 82	B-
2.5	77 – 79	B-/C+
2.3	74 – 76	C+
2.0	71 – 73	C
0.0	0 – 70	F
W	Withdrawn	
IN	Incomplete	
IP	In-Progress	

Fitchburg State University encourages all Extended Campus students to take advantage of our online student services. We have created a "virtual student center" just for you. Here you will find access to Counseling Services, Career Services, The Student Activity Center, the university bookstore and many other helpful links. You can access our student center by going to the university homepage at http://www.fitchburgstate.edu and clicking on Offices and Services. Scroll down and click on Extended Campus Center. You will find links to Library Services, our Virtual Student Center and other important information.

FITCHBURG STATE UNIVERSITY
DISTANCE LEARNING & EXTENDED CAMPUS LIBRARY SERVICES

The Gallucci-Cirio Library at Fitchburg State University provides a full range of library services including borrowing privileges; document delivery (books and articles mailed to your home); Interlibrary Loan; reference assistance via: phone, email, IM, Blackboard's Collaboration and Elluminate tools, Skype and in-person; library instruction; research help and more. Any questions relating to library services should be directed to the Linda LeBlanc, Access Services Librarian, at 978-665-3062 or dllibrary@fitchburgstate.edu. There is also a special section for Distance Learning and Extended Campus Services at http://fitchburgstate.libguides.com/dlservices outlining the wide range of services available to you and how to access them.

Students who are currently registered with the university may access any of the library's subscription databases, including an increasing number with full-text, by visiting the Gallucci-Cirio Library's homepage at http://www.fitchburgstate.edu/academics/library and clicking on the Research Databases button in the center of the page. Select the resource you want to access from the alphabetical or subject listing. Once you click on the database title you will be prompted for your Falcon Key logon information; this is the same logon you will use for your Fitchburg State email account and if you have any online Blackboard courses. If you do not

know your Falcon Key username and password or if you have any problems logging in, contact the university's Technology Help Desk at 978-665-4500 or helpdesk@fitchburgstate.edu. The Library can issue you a temporary guest Falcon Key to use while the Technology Department is setting up your account: contact us at 978-665-3062 or dllibrary@fitchburgstate.edu

All registered Fitchburg State University students are eligible for a Fitchburg State University OneCard ID which also serves as his/her library card. If you have not received your OneCard yet, you can still access all of our online services as long as you have activated your library account. Activate your library account online at http://www.fitchburgstate.edu/librarycf/cardrequest.cfm or in person at the Circulation Desk. After activation by the Gallucci-Cirio Library and receipt of your OneCard, students may also use any Massachusetts State College/University Library as well as participating libraries in the Academic and Research Collaborative (ARC) during the current semester. OneCards are available on campus all year round. Students wanting a OneCard must either complete the online Extended Campus OneCard request form http://web.fitchburgstate.edu/technology/onecard/photoless/index.cfm or present a course registration confirmation at the OneCard Office in the Anthony Building, main campus. Please call 978-665-3039 for available times or if you have any questions about your OneCard.

UNIVERSITY AND EDUCATION UNIT POLICIES

Policy on Disability

 Disability Services is the primary support system for students with disabilities taking classes in the day and evening divisions. The office is located on the third floor of the Hammond Building and can be reached at 978-665-4020 (voice/relay). If you need course adaptations or accommodations because of a disability, if you have emergency medication information, or if you need special arrangements in case the building must be evacuated, please make an appointment at the beginning of the course to talk with me. It is important that the issues relating to disabilities be discussed with me as soon as possible.

Attendance and Participation

1. As an emerging professional, you are expected to attend every class session, to be on time, and to communicate with the instructor regarding any absences. Absences and tardiness may result in a permanent grade change. Attendance at all pre-practicum sessions is mandatory.

2. Participation in class discussions and cooperative groups is expected. All candidates are responsible for meeting required deadlines on projects and assignments; your ability to complete tasks in a timely fashion demonstrates professional maturity and an ability to organize and manage time. Completion of assigned reading is imperative to your individual development as a professional.

3. All of these behaviors regarding attendance, preparation, and meeting deadlines are critical for successful teaching and thus are factored into the final grade.

Education Unit Computer Literacy Requirement

All assignments must be typed, doubled-spaced, and use APA format when appropriate. Refer to Internet Resources for Writing on the Fitchburg State University website for assistance.

You are expected to use word processing for all assignments (unless otherwise instructed). [If your course has other requirements list those also, e.g., 'You are expected to use e-mail for dialogues with other class members, to examine the use of software in the field, and to use the Internet to obtain information, ideas and resources.']

Cellular Telephones and Other Devices
Kindly turn-off cellular telephones during class time and field experiences and place them in book bags or purses. Please no texting in class. It reflects negatively upon you as a developing professional. Once class begins and if use of the laptop is not required, all laptops should be closed during class time so that your full attention can be focused on your colleagues and the discussion or lecture in progress. If you prefer to take class notes on your laptop, please inform the instructor. You are on your honor to be focused on note taking and not on e-mail, Facebook or other technological enterprise not germane to the class in progress. Thank you in advance for your consideration of colleagues and students.

Grade Appeal
If you disagree with the evaluation of your work or believe an improper grade has been assigned, an appeal may be followed. Please discuss the matter with the instructor and refer to the Fitchburg State University Grade Appeal Policy in your Student Handbook located: athttp://www.fitchburgstate.edu/uploads/files/EducationUnit_NCATE/Standard2/narrative/Student_Handbook_Web_1213.pdf

Academic Integrity Policy
The faculty in the Education Unit at Fitchburg State University that work submitted in fulfillment of course requirements will be solely that of the individual candidate and all other sources will be cited appropriately. University Academic Integrity Policy, as outlined in the University Catalogue, will be strictly adhered to.

Copyright Policy
You are reminded that, in preparing handouts for peers or the instructor, reproduction of copyrighted material without permission of the copyright owner is illegal. Such unauthorized copying may violate the rights of the author or publisher. Fitchburg State University adheres to federal laws regarding use of copyrighted materials. See the Electronic Use of Copyrighted Materials on the Fitchburg State University website for more details.

READING AND RESOURCES
● Reading Assignments will be posted online through the use of Google Classroom.

COURSE CONTENT / TOPICAL OUTLINE - **Topical Outline attached**
Subject to Change at Professors Discretion - Topical Outline
(**DO NOT** move forward with assignments unless posted to Classroom)

Dates	Topic	Assignments
Pre-Session	***FSU Google Classroom Invite*** ***SPED in Education*** ***- DESE Recertification Resources*** ***- Articles - Question***	Join FSU Google Classroom Getting to Know Your Survey Post 1 on SEI/SPED - <u>Resources / Articles</u> - Google Diverse Learners - Everyway Read&Write for Chrome Sign-up <u>Teacher Account</u>
Session 1 Teacher -	***Using Google Workspace to meet the needs of students with disabilities.*** **Google Workspace for Educators** has a variety of tools such as Google Dictionary, speech recording and translation tools built into the application. Tools specific to chromebooks /mobiles devices will be explored. Accessibility Features & Google Tool for Learning ● **Tools for Diverse Learners Training** ● Chromebook Accessibility Features ● Chrome Extensions and Apps Read&Write for Chrome Overview from company Everway Why UDL matters for design Basics of Everway Read&Write for Chrome Sign Up for a free Teacher Account and Read&Write for Google Chrome - Boost reading and writing confidence across all types of content. Easy-to-use, Read&Write provides personalized support to make documents, web pages and common file types in Google Drive (including: Google Docs, PDF & ePub) more accessible. It's designed to help everyone engage with digital content in a way that suits his/her abilities and learning styles	Google Classroom Setup and Discussion About Special needs Tools in Docs - Voice Typing - Voice In Voice Typing - Google Caption/YouTube
Session 2	**Tools & Approaches to assist with** time management, organization, self-monitoring, self-control and adaptable thinking **Chromebook Accessibility Features** that support all learners **Chrome Extensions for Struggling Students and Special Needs**	Daily Readings/videos assigned in Google Classroom Text to Speech - Readability - Reading Comprehension

9	**AI and Notebook LM https://notebooklm.google/**	- Focus - Navigation - Read& Write Google Chrome
Session 3	**Group Activities and Challenges** to address the features and ideas brought forward in the course. - Summarization - Additional Resources Designing Lessons and Projects	Challenge Cards Students present tools and lesson recording. Post and share to Google Classroom