Welcome!
Welcome to EDAD 721: Administration and Supervision of Special Education! I appreciate that you have enrolled in this course. This course trains students by way of rational problem solving approach through case studies and research concerning current problems in special education administration.

This course will be structured in a one-week format which means there will be four modules during the week, starting on Monday, June 12, 2017.

COURSE MATERIALS

The textbook adopted for this course is:


The text is available through Barnes and Noble at USD. You can contact them at bn@usd.edu or by going to their website at http://usd.bncollege.com to order a copy of the text. They can also be reached at (605) 677-6291.

Technology Requirements

D2L is the course management software for this course. Please review the student resources for online learning. These resources may be found at: http://www.usd.edu/continuing-and-distance-education/student-resources.cfm

Course materials will be provided as online documents that you can read online or print off. Assignments will be submitted in the Drop Box of the Course in D2L.

Technology Requirements

The University of South Dakota has established minimum technology requirements for participation in online courses. These are outlined under the “Technology Support and Requirements” section in the Online Student Handbook document in the Getting Started widget on the course homepage.
All written assignments must be submitted in a format that is compatible with Microsoft Word.

**Course Format – Online**

This is an online course with four modules planned for each week (Monday – Thursday). Below is a description of the first week’s lessons. This format will be very similar to how each week will proceed, with the exception of weeks in which case studies and the review of stating reporting requirements are due.

**Week 1: Introductions, Special Education Law, Dealing with Discipline, Child Find and Evaluations**

During the first week (Monday - Thursday) it is important to read the syllabus and introduce yourself to your groupmates in D2L. Your introduction needs to be completed by midnight on June 12. Please plan to complete the assigned readings for Chapters 1-6 (it should take about six hours). Additional information and resources may be provided for some topics. The additional information and resources are to help you identify the key concepts from the readings and prompt you to think critically about what you are reading. After each day’s assigned readings, you will be expected to complete a discussion post or complete a project or case study to reinforce what you have learned in the readings. The discussion posts will also be followed by two meaningful and intentful replies to the posts of your fellow groupmates and one to your instructor. More information is available in the course syllabus, which can be found in the Getting Started widget on the course homepage.

**Getting Started**

First, you will need to access the course in Desire2Learn (D2L). This can be done via the USD student portal, [https://my.usd.edu](https://my.usd.edu) or directly via [https://d2l.sdbor.edu](https://d2l.sdbor.edu). The course should be listed under “My Courses.”

Next, you should familiarize yourself with the Online Student Handbook, which can be found in the Getting Started widget on the course homepage. It contains important information on accessing USD’s resources online.

Once in the course, you should do the following:

1. Read through the items in the Getting Started section on the top, left-hand side of the course homepage.

2. Orient yourself to the other important areas (widgets) of the homepage:
   - **News:** important information, updates, and new modules will appear here
     note: this is also available under Course Schedule in the Getting Started widget from step
3. Familiarize yourself with the various tools that will be used throughout the semester:

- **Content**: where all course materials reside
- **Assessments**: where you will access your Grades, Quizzes (and exams), and the Dropbox (to submit papers)
- **Communications**: where you will access the weekly Discussions
- **Resources**: where you will find the Classlist (which you can use to contact me), the FAQ, etc.
- **Course Mail**: this is located at the very top, right-hand side of the course, and will be used for all official correspondence in the course; when you have unread Course Mail, a red badge will appear on the email icon: 📧 | 📬 | 📩

4. Please introduce yourself to group members as part of the first week’s discussion topic under Communications → Discuss.

### Contacting Me

The best way to contact me is via D2L email. I check my D2L and USD email patricia.ward@usd.edu once a day Monday through Friday. I do not regularly check my mail over weekends. I will try to respond to email message within 24 hours Monday through Friday. The best way to contact me is through D2L email. You can also contact me at patti.ward-maguire@k12.sd.us