Faculty Guidelines for Student Use of Electronic Devices in the Classroom

The objective for MSJC to adopt a set of guidelines for electronic devices in the classroom is to provide an opportunity for increased learner engagement and timely access to knowledge. Electronic devices include although are not limited to laptops, iPads, tablets, e-readers, and smartphones.

Mobile Technology (MT) is an active part of everyday life. Some common uses of mobile technology include but are not limited to mobile banking, instant communication, mobile reading, photo capture, web searching, and information sharing. Incorporation of MT in the learning process could prepare and develop learners for lifelong success.

The benefits and advantages of using digital devices in academia will likely include but not limited to increased productivity, flexibility, cost effectiveness (green initiatives), and document storage.

Recommendations and Guidelines for Effective use of Electronic Devices in the Classroom

Enhance Study Skills

- Electronic Lecture Notes – Allow students to write, collect, and capture lecture/study notes
- Opportunities for students to leverage technology to analyze data

Promote Active Learning and Foster Community through Increased Interaction

- Group work/project research
- Collaborative note taking with social media (ie.Twitter)
- Utilizing web-based tools (ie. Polleverywhere)
    - Using electronic devices for polling features that are confidential (similar to an iclicker)
    - Efficiency with class time
    - Improvement:
        - ♣ Seek feedback from students and adjust methods of instruction accordingly

Recommendations for Regulating Use of Electronic Devices in the Classroom

While electronic/wireless devices can enhance the teaching and learning experience, they can also be a potential source of distraction to students, instructors, and the classroom setting. Setting a few simple ground rules will allow for the appropriate use of electronic/wireless devices by students and minimize the potential distraction of these devices to the classroom setting.

- In the course syllabus, outline guidelines for the appropriate use of electronic/wireless devices in the classroom
- In the course syllabus, outline consequences for inappropriate us of electronic/wireless devices in the classroom
  - Suggested content for syllabi:

    Students are welcome to use electronic devices during class that enhance their performance. However, the use of these resources must be "appropriate" for an academic setting.

    Appropriate Use of Technology:

    - *Tape Recordings of Lectures or Discussions*
    - *Note Taking on Laptops or Ipads*
    - *Use of Smartphones to Calendar Events/Assignments*
    - *Use of Devices to Complete Quick Google Searches for Pertinent Information*

    If students engage in the "inappropriate" use of electronics within the class, then their right to use these devices in the future will be removed.

    Inappropriate Use of Technology Within the Classroom:

    - *Texting Your Friends or Reading Texts While in Class*
    - *Sending or Reading Personal Emails*
    - *Surfing the Net for Non-Class Purposes. For example: Checking in with Facebook or other Social Media, Shopping Online During Class, Reading Online Information not Connected to the Class Materials and Topics, or Paying Your Bills or Checking Financial Accounts.*

If these are ongoing issues with numerous students, I will remove the privilege from all students to ensure the necessary standards of an academic setting.

- Walk the classroom during use and ask students to turn off their devices for misuse (no warning).

- Allow students to turn electronic devices on only when appropriate activity is taking place
- Encourage students to be mindful of how they use these devices
- Empower students to self-regulate by allowing students to speak directly with their peers to stop inappropriate use of these devices

Establish Device use Expectations: Remind Students of the Following

- All devices should be set to 'vibrate' or 'silent' during class, unless otherwise directed
- Stay on task; avoid random surfing, playing games, checking email or texting during class (unless courses-assigned)
- Recognize that some students are legitimately distracted by the use of electronic/wireless devices. Be willing to make accommodations if concerns are raised (i.e., allowing students to change seats).

Additional Recommendations for Faculty to Consider

- Many universities are requiring electronic devices during classroom lectures and activities
- Learners can text and keyboard faster than they can write
- Engaging learners with the use of their personal technical devices provides an opportunity for them to connect with course curriculum on a familiar level
- Faculty should have excellent classroom management skills when allowing learner access to electronic devices
- It is helpful for faculty to be familiar and use electronic devices for the same or similar activities
- Electronic devices support the activities of a flipped classroom
- Use of emerging technologies

All guidelines for electronic devices in the classroom will follow the MSJC district policies currently in place.

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