

**College of San Mateo**  
**Official Course Outline**

1. **COURSE ID:** DSKL 827    **TITLE:** Assistive Technology: Smartpen  
**Units:** 0.5 units    **Hours/Semester:** 8.0-9.0 Lecture hours; and 16.0-18.0 Homework hours  
**Method of Grading:** P/NP Only

2. **COURSE DESIGNATION:**

**Non-Degree Credit**  
**Transfer credit:** none

3. **COURSE DESCRIPTIONS:**

**Catalog Description:**

Designed primarily for students with disabilities. This course provides in-depth instruction about the various features of the Smartpen and ways to apply notetaking strategies when using the Smartpen. Students will also learn how to transfer recorded notes from the Smartpen to the computer-based software and how to review and organize notes in this software application. NOTE: Students who enroll in this class with a Smartpen identified as an accommodation will have access to a Smartpen for a one-month loan through the Disabled Students Programs and Services (DSPS) for the duration of this class. Other students will need to provide their own Smartpen. (Units do not apply toward AA/AS Degree.)

4. **STUDENT LEARNING OUTCOME(S) (SLO'S):**

Upon successful completion of this course, a student will meet the following outcomes:

1. Demonstrate how to use the Smartpen with its notebook for recording notes and applying various note-taking strategies.
2. Demonstrate how to use the various features of the computer-based Smartpen software for reviewing and organizing downloaded notes.

5. **SPECIFIC INSTRUCTIONAL OBJECTIVES:**

Upon successful completion of this course, a student will be able to:

1. Change settings on the Smartpen such as the date and time, recording options, volume, and playback speed.
2. Use various note-taking strategies (i.e., abbreviations/short-forms, anchor points such as an outline and/or key points with space for adding additional notes later, etc.) that can be implemented when using the Smartpen.
3. Add in additional notes into their notebook while playing back an audio recording.
4. Download and playback recorded notes from the Smartpen using the computer-based software.
5. Create custom notebooks and organize notes in these using the Smartpen's software.
6. Create a Livescribe pencast of recorded notes for transfer to and playback on a computer.

6. **COURSE CONTENT:**

**Lecture Content:**

The Smartpen is an Assistive Technology tool that students with disabilities have as an approved accommodation. The following topics are covered in DSKL 827 – Assistive Computer Technology - Smartpen class:

1. Changing settings on the Smartpen such as the date and time, recording options, volume, playback speed.
2. Introduction to and demonstrations of various note-taking strategies (i.e., abbreviations/short-forms, anchor points such as an outline and/or key points with space for adding additional notes later, etc.) that can be implemented when using the Smartpen.
3. Demonstration of the various steps involved in adding notes into a notebook while playing back an audio recording with the Smartpen.
4. Reviewing the process for downloading and installing the Smartpen software on Windows and/or Macintosh computers.
5. Demonstration and "hands-on" experience with connecting the Smartpen via USB cable to the computer and downloading the recorded notes from the Smartpen onto the computer.
6. Demonstration and "hands-on" experience with locating and playing back recorded notes from the Smartpen within the computer-based software and using features such as the "Search" option to locate topics in recorded notes.
7. Demonstration and "hands-on" activities for creating custom notebooks and organizing recorded notes into these notebooks using the Smartpen's software.

8. Demonstration and "hands-on" experience with creating a Livescribe pencast of recorded notes, sending the pencast as an email attachment for download and playback on a different computer.
9. Demonstration and "hands-on" activities with deleting recorded session(s) from the Smartpen.

#### 7. REPRESENTATIVE METHODS OF INSTRUCTION:

Typical methods of instruction may include:

- A. Lecture
- B. Activity
- C. Discussion
- D. Observation and Demonstration
- E. Other (Specify): During this class, students will download the notes from the Smartpen while completing "hands-on" learning activities during this class.

#### 8. REPRESENTATIVE ASSIGNMENTS

Representative assignments in this course may include, but are not limited to the following:

##### **Writing Assignments:**

Taking notes in class during class lectures while applying various note-taking strategies.

Online quiz regarding knowledge about the use of Smartpen and software.

Review assignment demonstrating practical knowledge of how to use the Smartpen, download recorded notes to the software, create folders and copy notes into these folders.

Final assignment involving "hands-on" completion of all the steps of the process involved in using the Smartpen to record a lecture, transfer recorded notes to the computer, create a pencast, and send it through email to playback on a computer.

Class presentation incorporating playback of a recording with the Smartpen to share an inspirational quote and describing how it applies to life.

##### **Reading Assignments:**

Download and read instructional step-by-step handouts posted on Canvas about using various features of the Smartpen and the Smartpen's software.

##### **Other Outside Assignments:**

Use the Smartpen to record notes about an inspirational quote the student selects and describes in relation to its application to life in preparation for class presentation.

#### 9. REPRESENTATIVE METHODS OF EVALUATION

Representative methods of evaluation may include:

- A. Class Participation
- B. Class Work
- C. Exams/Tests
- D. Oral Presentation
- E. Quizzes

#### 10. REPRESENTATIVE TEXT(S):

Other:

- A. A textbook is not required for this class. The instructor will prepare customized handouts and materials for students and post these on Canvas for download.

**Origination Date:** July 2016

**Curriculum Committee Approval Date:** October 2016

**Effective Term:** Fall 2017

**Course Originator:** Judith Lariviere