

Administrative Software

Objectives

Chapter 5

After studying this chapter, you will be able to

- Describe the differences between administrative and academic software
- Identify how key administrative software packages can help them be more effective and efficient in professional responsibilities
- Explain how the major types of administrative software can be used to enhance the learning environment
- Describe how key learning theory frameworks are related to the use of software in teaching and learning
- Review and evaluate software packages so that technology acquisitions will appropriately meet teaching and learning needs