

**Florida Gateway College**

**Fall (A16) 2019**

**Child Study**

**COURSE NUMBER:** EEC 1601-0I1

**DATE:** Fall 2019 (August 19 - December 9)

**INSTRUCTOR:** Dr.Dawn Cross - Teacher Preparation Programs

Academic Programs

(386) 754-4336

 Dawn.cross@fgc.edu

 Office Hours:

Monday - Thursday 8:00 am - 11:30 am

Building 27, Office 21

**PREREQUISITES:** None

**COURSE DESCRIPTION:** This course is designed to increase objectivity and proficiency in observing children’s development and behavior. 3 credit hours

**COURSE OBJECTIVES:** Upon completion of the course, the student will be able to:

1. Demonstrate knowledge of child growth and development,
2. Demonstrate various observations and recording methods,
3. Demonstrate knowledge of disabling conditions,
4. Demonstrate professionalism,
5. Demonstrate knowledge of early childhood education programming and management,
6. Plan for, establish, and maintain a safe, clean and healthy learning environment for preschool children

**REQUIRED READINGS/TEXTBOOKS, LAB MANUALS, WORKBOOKS, ETC:**

McAfee, O. Leong, D. J., & Bodrova, E. (2016). *Assessing and guiding young children’s development and learning* (6th ed.). Pearson.

ISBN: 978-0-13-380276-4

**APPLICABLE LEARNING RESOURCES:**

Published materials, videos, and websites are embedded in weekly course modules as applicable to the week’s content and assignments.

**LEARNING ACTIVITIES:**

\*\*\*Work assignments must be completed on time. However, if an assignment needs to be turned in later than the due date, 10% per day will be deducted. Students must contact the instructor AT LEAST 12 HOURS BEFORE the assignment is due to ask permission for a late submission and to give a date that it will be submitted by. After two late assignments, students will not be granted the extension and will receive a zero for the late assignments. This applies to all required work including tests and quizzes\*\*\*

**Syllabus Quiz:** Within the first 5 days of class you are required to complete and submit the Syllabus and Online Etiquette Quiz. 10 points.

**Upload a picture to Canvas:** Being able to see who is in our class, and who we are messaging in discussion boards helps to create a sense of community in an online forum. You must include a picture, and it should be of just you. We love our families and our pets, but for this, leave them out. Also, filters are fun, but unless you really do have a bunny nose or dog ears, please leave them out of this picture also. 10 points.

**Child information and permission slip:** For this course, you will need to observe and record the behaviors of a child. The child needs to be between the ages of 2 and 4, and you must have permission from their parent to observe them. This can be a child in your class, or a family member/neighbor but cannot be your own child (Sorry). Your permission slip has to be to me before your observations start (due dates below and on Canvas). If I do not have a permission slip, I will not grade your observation reports. 10 points.

**Introduction Discussion Board:** During the first 5 days of class you will have to create an introduction of yourself and post it in Canvas. You will also have to respond to 2 classmates’ posts. More information on Canvas. 10 points.

**Weekly Discussion Board:**  This course requires 10 weekly discussion board postings throughout the semester. The purpose of the weekly discussion board is for the whole class to share knowledge on the topic area and help expand each other’s thinking. You will post an initial response to the assigned discussion topic under the appropriate forum each week by Thursday at 11:59 pm. You will also respond to two (2) peers’ postings each week by Sunday at 11:59 pm. The person you respond to must be someone who does not already have 2 responses - unless everyone already has 2 and it is after the Thursday deadline. As a final piece, and to close the conversation, you will reply to your classmates that responded to your initial post by Tuesday at 11:59 pm. The initial post is due earlier than responses so everyone has a chance to read and think about the information shared in the discussion. No points given for late discussion posts. Your initial post must be thoughtful and relevant to the assigned topic and a minimum of 100 words. Responses must also be thoughtful and relevant, 50-word minimum. You are expected to explain what you agree or disagree with and why and ask questions for clarification about how the discussion impacts your perspective and practice of the topic area. 20 points each (200 points total).

**Child Study Observations:** The course requires three (3) different observations of a single child. More details will be available on Canvas. 50 points for each part (150 points total).

**Data Analysis**: At the end of the semester you will be presented with summative assessment for a single child. You will be analyzing the data, determining strengths and areas needing more support, then creating a plan for this child. More details will be available on Canvas. 50 Points.

**Mid-Term Exam:** There is a midterm exam during Week 8. The exam is a collection of items from the weekly readings from weeks 1-8 and may include multiple choice, true/false, essay and matching questions. You will be able to use your textbook and notes. 50 points.

**Final Exam:** There is a final exam at the end of the course in Week 16. The exam is a collection of items from the weekly readings from weeks 9-15 and may include multiple choice, true/false, essay, and matching questions. You will be able to use your textbook and notes. 50 points.

**Projects:** There will be 4 mini-projects during the semester. This will put into practical use the information that you have been reading about during the course. 25 points each (100 points total).

**Expectations:** All assignments will be professionally written in an academic format, at a minimum using complete sentences with correct grammar and spelling and indented paragraphs. Your scores will be lowered for incomplete, incorrect or poorly written work.

**\*\*\*\*Not completing the child study is an automatic failure for the course. You must complete all 3 observations and the summary. Not doing so will result in an F for the course regardless of the number of points you have from other assignments\*\*\*\***

**GRADING SCALE:**

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| --- | --- | --- |
| Grade | Percentage (%) | Point Total |
| A | 90 – 100 | 576-640 |
| B+ | 87 – 89.9 | 557-575 |
| B | 80 – 86.9 | 512-556 |
| C+ | 77 – 79.9 | 493-511 |
| C | 70 – 76.9 | 448-492 |
| D+ | 67 – 69.9 | 429-447 |
| D | 60 – 66.9 | 384-428 |
| F | ≤ 59 | 0-383 |

**Grading is based on the following:**

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| --- | --- | --- | --- |
| Item | Objectives | # of Points | % of Grade |
| Syllabus Quiz |  | 10 points | 1.5% |
| Permission Slip | 4 | 10 points | 1.5% |
| Canvas Picture |  | 10 points | 1.5% |
| Introduction Discussion |  | 10 points | 1.5% |
| Observations (3 x 50 points) | 1,2,3,4,5,6 | 150 points | 23% |
| Data Analysis | 1,2,3,4,5,6 | 50 points | 8% |
| Projects (4x25) | 1,2,3,4,5,6, | 100 points | 16% |
| Discussion Boards (5 x 20 points) | 1,2,3,4,5,6, | 200 points | 31% |
| Mid-Term Exam | 1,2,3,4,5,6, | 50 points | 8% |
| Final Exam | 1,2,3,4,5,6, | 50 points | 8% |
| Total Possible |  | 640 points | 100% |

**ATTENDANCE & TARDY POLICY:**

**This class is entirely online.** **It is your responsibility to have regular access to the Internet and a reliable working computer in order to be successful in this course.** You MUST sign-in to the online course and post to the discussion board a minimum of three times per week. Otherwise, it will be counted as an absence. You are allowed to have one absence for the semester which will be monitored through discussion board participation. Each missed post is considered an absence. For each additional absence, five (5) points will be deducted from your final score. Additionally, in order to have access to the course material, you must complete and submit the Syllabus Quiz within the first three (3) days of class. Completing the Syllabus Quiz indicates you have received and read the syllabus, have accepted the requirements of this class, and intend to continue enrollment. Students who do not do this will be considered non-participating, which may result in being dropped from the course or receiving a grade of “F”. Students’ level of activity on the course will be monitored. You need to check your **FGC email account** every day, as this is the primary way of communicating with students individually. Students are expected to respond to any email messages from the instructor within 24 hours, or by the date requested in the email. A student who is traveling, moving, having medical problems or any other reason they will be without internet service for more than 24 hours must notify the instructor and give a contact phone number, preferably in advance when possible. This course is completely online and requires a high degree of individual student responsibility to stay on top of weekly assignments and quizzes, participate in discussion forums, and plan their observation and study time well. If you are having problems in the course, you should call or email the instructor as soon as possible to address strategies to get your schoolwork submitted on time.

**Course Policies:**

* If an assignment is going to be late, email the instructor at least 12 hours before the due date, and you must propose a new due date at that time. Otherwise the assignment will not be accepted late. Discussion board posts are not accepted late.

* It is your responsibility to communicate with the instructor if something is confusing or unclear. If there are no questions, the instructor will assume that there are no issues. It is always better to ask.

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* Email is the best way to communicate with the instructor. The emails go directly to my phone and I will respond as quickly as possible.

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* Emails that are received between 9pm and 7:30 am will not be answered until after 8am the next day. Otherwise they will be answered in the order they are received, but it may take up to 24 hours. You may re-email me, but please give me at least 24 hours to respond.

* This course will utilize the module view in Canvas. If you are not following the modules, you will miss content. You can change the settings in Canvas so that your home screen for our course is the modules, and you can “close” modules as you complete them.
* I will post an introduction video every week. This will introduce the topic for the week and give you an overview of some of the content the readings and other materials we will be covering. I will also use these videos to explain more about assignments that are coming up. These videos are part of the course and must be watched first (after you respond to the classmates that responded to your initial post from last week). Course content will not be available to you until you watch the introduction video.

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* Standard spelling and grammar are expected on all assignments. While I am a bit more lenient with discussion boards, I do take off points for spelling and grammar. If this is not one of your strong suits, please use a word processing program that has a grammar check (Microsoft Word has it built in, but it sometimes needs to be turned on) or getting a subscription to a grammar checker (I recommend Grammarly). Another idea is to have someone else proofread your papers. This is especially important for those who are not native English speakers, as the English language is weird and tough to write in.
* This course is entirely online. Therefore, it is the student’s responsibility to schedule study and work time. You can expect to spend an average of 10-15 hours per week on this course.
* Because the course is entirely online, you will need a reliable computer and internet connection. There are many features of Canvas that will not be supported by a phone or a tablet. Also, the likelihood of technology issues increases dramatically as due dates approach - it is advised that you don’t wait until the due date to work on assignments, just in case your computer, Wi-Fi, internet, or other technology fails to cooperate. Starting early will give you wiggle room to find alternate means of completing assignments.

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* Unless otherwise stated, all assignments should be typed and submitted through Canvas. Assignments cannot be accepted through Email.

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* If I email you with a question, I expect a response within 24 hours. Remember, it is your responsibility to let me know if you are going to be out of contact for an extended period of time. Special consideration will be given for weather related events that may disrupt communications. Not communicating with me may result in loss of points due to non-participation/unprofessional behavior.
* Want some extra points? In the last questions of your Syllabus quiz, type in “Oh yeah!” to prove that you read through all of this. ·
* Plagiarism will not be tolerated. You must submit original work and if you do include the thoughts, words, or ideas of another you will need to give them credit. This is an education course, so we use APA formatting for citations and references.

* All communication with classmates and myself must be civil and respectable. I welcome questions and feedback but will not tolerate derogatory remarks and raised voices. I reserve the right to deduct professionalism points for any and all occurrences of unprofessional behavior or communication.

**SCHEDULE OF CLASSES:**

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| Fall 2019 | Class Schedule and Assignments | Due Date |
| Week 1:August 19 | Canvas PictureSyllabus Quiz Introduction Discussion | Canvas Picture, Syllabus Quiz, Initial Post: Aug 23Peer Responses: Aug 25 |
| Week 2:August 26 | Read Chapter 1Discussion Board #1 | Initial Post: Aug 29 |
| Week 3:Sept 2 | Read Chapter 2Discussion Board #2Project 1 | Initial Post: Sept 5Project #1: Sept 5 |
| Week 4:Sept 9 | Read Chapter 11Discussion Board #3 | Initial Post: Sept 12 |
| Week 5:Sept 16 | Read Chapter 3Discussion Board #4Project #2 | Initial Post: Sept 19Project #2: Sept 22 |
| Week 6:Sept 23 | Read information on CanvasDiscussion Board #5Permission Slip | Initial Post: Sept 26Permission Slip: Sept 29 |
| Week 7:Sept 30 | Read Chapter 4Observation #1 - Checklist | Observation #1: Oct 6 |
| Week 8:Oct 7 | Read Chapter 5Discussion Board #6Mid-Term Exam | Initial Post: Oct 10Mid-Term Exam: Oct 13 |
| Week 9:Oct 14 | Read information on CanvasDiscussion Board #7Project #3 | Initial Post: Oct 17Project #3: Oct 20 |
| Week 10:Oct 21 | Read Chapter 6Observation #2 | Observation #2: Oct 27 |
| Week 11:Oct 28 | Read Chapter 7Discussion Board #8 | Initial Post: Oct 31 |
| Week 12:Nov 4 | Read Chapter 8Discussion Board #9 | Initial Post: Nov 7 |
| Week 13:Nov 11 | Read information on CanvasDiscussion Board #10Project #4 | Initial Post: Nov 14Project #4: Nov 17 |
| Week 14:Nov 18 | Read Chapter 9Observation #3 | Observation #3: Nov 24 |
| Week 15:Nov 25 | Read Chapter 10Data Analysis Due | Summary: December 1 |
| Finals Week:Dec 2 | Final Exam | Final Exam: Dec 7ABSOLUTELY NO LATE WORK WILL BE ACCEPTED AFTER THIS DATE |

**THE STUDENT SUCCESS CENTER (SSC):**

The Student Success Center is located in Building 059. SSC offers a variety of resources for students and faculty. The Success Center has over 60 computers with internet and limited free printing for students. Copies of reference books, textbooks, access to course specific software, and access to tutors for all levels of math and writing are available in the Success Center. Students may submit academic papers to be reviewed by an in-house tutor by emailing to college.success@fgc.edu. Tutoring for other subjects such as Chemistry, Accounting, Anatomy and Physiology, Physics, Spanish, and Public Speaking is available. Please stop by Building 059 for the current tutor schedule. The center also provides space for students to study in subject specific Learning Groups, which provide opportunities for students to work with a Tutor on particular competencies and to focus on strengthening their foundational skills. Proctored tests are available in the SSC by instructor approval only. SSC offers a PERT preparation Boot Camp for students to strengthen their skills with a personalized study plan. If you have any questions please call (386)754-4479 or 754-4413, or email sandi.tomlinson@fgc.edu.

SSC also provides 24-hour online tutor services through Tutor.com. This service is accessed directly through students’ Canvas courses. Online tutoring is limited to five hours per student per semester. If additional online tutoring time is needed, you must contact Robert Dawson in the Student Success Center by email: robert.dawsonjr@fgc.edu. Extensions will be granted on a case-by-case review of online tutoring sessions.

The TRiO program is also housed in the Student Success Center offering coaching to enhance, navigate, and simplify the college experience. Qualified students may participate in workshops, travel, individualized tutoring sessions and other educational experiences.

The SSC is open during the following hours:

· Monday – Thursday 8 am to 6 pm (All year)

· Friday 9 am to 4:30 pm (Fall/Spring)

· Saturday 10 am to 2 pm (Fall/Spring)

If you have any questions, you may contact the center by phone at (386) 754-4437, 754-4305, or 754-4307, or by email at robert.dawson@fgc.edu.

**GRADESFIRST:**

The Student Success Center, located in Bldg. 59, offers early alert to the entire campus through GradesFirst/EAB. Twice during the semester, we provide instructors with the opportunity to ALERT students of their course progress. This is done through the FGC Wolves email account. Students may receive an email stating their success may be at risk in a specific course. If you receive this email, DO NOT PANIC. Please contact your instructor directly, your Academic Advisor, and the Student Success Center. Your instructor’s information is provided in the email.

Please do not allow yourself to struggle. We are here to help you achieve success. The mission of the Student Success Center is to help encourage and promote your educational journey here at FGC and beyond.

**RESOURCE INFORMATION:**

If you think you might benefit from the guidance of a professional counselor for any school, work, or life issue, take advantage of the **free, confidential resources of BayCare Behavioral Health.** If you would like to speak to a Counselor over the phone, please call **(800) 878-5470**. It is a safe and secure way to get short-term counseling (up to 3 sessions) on issues including: managing stress/ school, work or life issues/ relationship issues/ family concerns/ anxiety, depression/ grief, trauma, loss/ self-esteem/ substance abuse. **Counseling sessions are completely confidential.** If you are in need of additional resources, please contact the Director of Student Life, Building 7.

**ACADEMIC APPEAL; GREIVANCES; GENERAL COMPLAINT:**

If a student wishes to file an academic appeal, grievance, or general complaint, please visit the college’s website ([www.fgc.edu](http://www.fgc.edu)) for more information. Under Student Resources and Student Complaints/Appeals, information regarding policy, procedure, and forms related to these topics is provided.

**COLLEGE COURSE WITHDRAWAL AND DROP PROCESS:**

Students who register for classes are responsible for all fees associated with those classes. Students who decide not to attend or wish to withdraw from a class are responsible for dropping or withdrawing from class by the appropriate published date (see [Academic Calendar](https://www.fgc.edu/students/academic-resources/academic-calendar/)). Students, who have not been identified by their instructor as never attending, will not be automatically dropped or withdrawn. Any student not dropped or withdrawn by the published dates will remain officially registered, liable for all fees, and assigned an earned grade at the end of the semester.

A course may be dropped only during the published add/drop period. The student may drop the course online through MyFGC or by submitting a form through the office of Enrollment Services. Dual Enrollment students should follow the established dual enrollment drop process.

To withdraw from a course, the student must complete the following four steps before the published withdrawal deadline:

1. Complete the Withdrawal Form and submit it to your instructor. The instructor should sign the form and fill in the last date of attendance.
2. The student must then meet with an academic advisor, who will sign the form. (Building 027, Office 024).
3. Submit the form to the Director of Financial Aid or one of the Director’s designees for signature.
4. Take the signed Withdrawal form to the Office of Enrollment Services for processing before the deadline for withdrawal.

A student will be permitted a maximum of two (2) withdrawals per course. Upon the third attempt, the student will not be permitted to withdraw and will receive a grade for the course. Students, who take courses off campus or have extenuating circumstances that prevent submission of Withdrawal form in person, must:

1. Obtain the instructor's authorization and last date of attendance via email
2. Email the advisor a statement requesting a withdrawal from the course and include the instructor's email with the last date of attendance.
3. The advisor will complete a withdrawal form, attach the emails from the student and instructor in lieu of signatures and forward the form to Financial Aid.
4. A Financial Aid representative will complete and sign the form and forward the form to Enrollment Services to be processed.

It is the student's responsibility to ensure that the required documents are submitted to the advisor prior to the designated withdrawal deadline and to understand all financial and academic implications of the withdrawal. Absence from class or merely notifying the professor does not constitute withdrawal. A student who stops attending class without withdrawing will receive a grade from his/her instructor.

**Critical Dates Fall 2019:**

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| --- | --- |
| Fall Semester Begins | August 19, 2019 |
| Add/Drop Ends | August 23, 2019 |
| First Day of Spring Registration | October 28, 2019 |
| Last day for student-initiated withdrawal | November 6, 2019 |
| Last Day of Class before Finals | December 2, 2019 |
| Final Exams Begin | December 3, 2019 |

**ACADEMIC HONESTY:**

Cheating, plagiarism, bribery, misrepresentation, and fabrication are not permitted and will be dealt with severely. Students should make themselves aware of the student code of conduct found in the Student Handbook.

**EQUITY AND DIVERSITY:**

Florida Gateway College does not discriminate in education or employment related decisions on the basis of race, color, ethnicity, national origin, gender, religion, disability, age, marital status, genetic information, sexual orientation, pregnancy, or any other legally protected status in accordance with the law. The equity officer is Sharon Best, Executive Director of Human Resources, 149 SE College Place, Lake City, FL 32025, and may be reached at (386) 754-4313.

**DISABILITY STATEMENT:**

The Office of Accessibility Services (OAS) is a resource for both students with disabilities as well as faculty. Students with disabilities in need of academic accommodations must first be registered with the Accessibility Services Office to verify the disability, establish eligibility, and determine reasonable academic accommodations.

After registering with the OAS, students must request their academic accommodation letters be sent each semester to their instructors. Upon receipt of the letter, the instructor will be available during office hours or via email to discuss the accommodations a student will need during the course.

Students with disabilities who are not registered with the OAS or faculty who may have questions or concerns regarding an accommodation, please contact the office at the following:

In person: Building 14, Room 102

Phone: (386) 754-4393

Email: disability.services@fgc.edu

**FERPA STATEMENT:**

The Family Educational Rights and Privacy Act (FERPA) provides certain privacy rights to students related to educational records. This information can be found in the College Catalog, at the Office of Enrollment Services in Building 015 or on the College Website.

**SACSCOC STATEMENT**

Florida Gateway College is accredited by the Southern Association of Colleges and School Commission on Colleges to award the baccalaureate and associate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call (404) 679-4500 for questions about the accreditation of Florida Gateway College.

**ANATOMY OF APA REFERENCES:**

Book:

Author, A. A1. (year). *Title of book*.2 Location: Publisher3.

1. Last name, initial, initial – no first names

2. Only the first word is capitalized. Book title is in italics.

3. Use the location closest to you, this information can be found on the copyright page.

Journal article:

Author, A. A., Author, B. B., & Author, C. C1. (year). Title of article2. *Title of Journal*3,

Volume(number)4, pages5.

1. Notice the authors are last name, first initials only and separated by a comma with a period at the end.

2. Article titles are not in italics, and only the first word is capitalized.

3. The journal’s title is in title case, and italics.

4. Your volume and number will usually be in a bottom corner of one of the pages.

5. This is a range, if you are online you may need to hunt for this information.

\*\* Note the hanging indent for references that go for more than one line. This format is for all types of references.

\*\* If the article was online you will need to add Retrieved From: the entire web address.

Website:

Author, A. A.1(year)2. *Title of website3*. Retrieved from [http://www.websiteaddress.com](http://www.websiteaddress.com4/)[4](http://www.websiteaddress.com4/)

1. Identify author if provided or identify publisher as author of website – the article title is NOT the author.

2. Year and publisher information is usually given at the bottom of the website if not earlier in the page – look for Copyright information.

3. Title of the article, not the website – only the first word is capitalized. The title is in italics.

4. Provide the entire website so that I can find your website.

These are the most commonly used formats. If you have a source of information that is not provided above, please use your resources to find the proper format. Some good places to start are<https://www.fgc.edu/students/library/research/> and<https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html>