

830:388:01 Field Work: Child Development

Syllabus for Spring 2013

INSTRUCTOR:

Estelle Mayhew, Assistant Instructor, Psychology
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Office Hours: Tuesdays, 12:30 – 2 pm and by arrangement,
Tillett Hall 229, Livingston Campus

FIELD WORK SUPERVISOR:

Jennifer Manuola, Director, Douglass-Psychology Child Study Center
e-mail: jenne@rci.rutgers.edu

phone: 732-932-8881

CLASS MEETING: Thursdays, 2:15-3:35, Ruth Adams building 001, Douglass Campus

FIELDWORK: 4 hours per week, by arrangement at Douglass-Psychology Child Study Center

LEARNING GOALS

The learning goals of this course contribute to the more general goals of the Department of Psychology and of the Rutgers School of Arts and Sciences. Students who successfully complete this course will develop:

- an understanding of the developmental characteristics of young children from 2 to 5 years
- the ability to interact effectively with preschool children in ways that promote their cognitive, linguistic, social, and emotional development
- an understanding of developmentally based curriculum goals for early childhood education
- the ability to apply knowledge of developmental processes to plan appropriate learning activities for young children
- the ability to assess young children's developmental status using the results of objective observation and standardized assessment materials
- the ability to become an independent and lifelong learner.

READINGS:

Douglass-Psychology Child Study Center Aide Manual – available from DCSC for \$2.00

How to talk so kids will listen, and listen so kids will talk. Adele Faber and Elaine Mazlish. Scribner.

Articles for weekly reading assignments will be available on the class Sakai web site.

EVALUATION: Final grades will be based on the following criteria:

I. Performance in Field Work

Attendance at field work assignment	56 points
Effectiveness during assignment	54 points

II. Class Attendance and Assignments

Class Attendance	28 points
Online quizzes	40 points
Observation assignment	6 points
Activity Center	12 points
Child Assessment	13 points
<u>Group Presentation</u>	<u>16 points</u>
Total	225 points

Attendance at fieldwork assignment

- Starting January 17th you can sign up for your weekly fieldwork hours on the sakai site. You are required to attend 4 hours a week for 14 weeks for a total of 56 hours, even if you enter the course late. **Fieldwork hours begin the first week of classes.**
- **YOU MUST CALL THE CENTER IN ADVANCE** if you cannot come due to illness or an emergency so that alternative staffing arrangements can be made. Otherwise, your absence will not be excused. If you cannot call yourself, ask

someone to call for you. You must provide documentation of medical necessity to make up missed hours. Excused absences can be made up during Spring Break and during the Final Exam Period.

- **5 POINTS WILL BE SUBTRACTED FROM THE FINAL POINT TOTAL IF A STUDENT FAILS TO SHOW UP FOR A FIELD WORK SESSION AND THE CENTER HAS NOT BEEN INFORMED IN ADVANCE. THESE POINTS CANNOT BE MADE UP.**
- **Center Phone: (732) 932-8881**

Effectiveness in fieldwork assignment

Effectiveness is a judgment made by teachers and supervisory staff based on how well you supervise and interact with the children. You are expected to:

- arrive promptly and ready to work
- maintain a safe environment, be alert to potentially dangerous situations, and respond quickly, calmly, and effectively
- fulfill routine responsibilities such as assisting in the arrival and departure of the children, meal preparation, setting up materials for class activities, cleaning up inside and out
- engage the children in appropriate activities by contributing to the lessons, talking to children, playing with them, and initiating activities and games
- show enthusiasm and a positive attitude
- maintain a professional demeanor in all interactions with children, staff, and parents.

The most important reason for loss of points is failure to focus on and engage the children. Avoid or minimize talk with other fieldworkers during your assignment.

Comments to children and parents should be positive. Questions or observations about negative aspects of children's behavior should be discussed IN PRIVATE with the teacher or during class.

Specific criteria for evaluation are listed on the "Effectiveness Rating" form.

Students will receive two effectiveness rating scores of up to 27 points, one for the first half of the semester and one for the second half, for a total of 54 possible points.

Class Attendance

- Class attendance is required. Leaving early will result in a reduction of points. Do NOT ask anyone to sign for you on the attendance roster. Forgery of a signature is considered cheating and is so treated within University regulations: **Forgery of a signature will result in an automatic 10 point deduction and possible disciplinary action.**

Online Quizzes

- Online quizzes will be posted on sakai. You have 2 weeks to submit your response (no late submissions accepted). In these quizzes, you will make connections between the material covered in readings and class presentations and your fieldwork experience. This is to ensure that you have mastered basic knowledge of Center procedures, developmental characteristics and processes, curriculum goals, and effective interaction.
- Note: no quizzes on weeks that are devoted to activity planning.

Classroom Observation

- Additional information regarding this assignment will be available on the sakai website.
- Observe your classroom for at least 30 minutes from an observation window outside the classroom.
- Observations cannot be done during regular fieldwork hours. You can observe between 8:30 am and 12:30 pm and between 3:00 and 5:30 pm when you are not assigned to the classroom.
- Take notes and submit a written report (1000-1200 words) including (a) the activities that occurred during your observation; (b) an assessment of child-child interaction; (c) an assessment of teacher-child interaction; and (d) a discussion of what you learned by observing the classroom "from the outside."
- Submit your summary online to sakai by February 20.
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Activity Center

- Additional information regarding this assignment will be available on the sakai website.

- You will prepare a written activity plan and present one activity center to the children in your classroom. You will be assigned a date for your activity. Topics should be consistent with the theme of the week. The classroom teacher must clear deviations ahead of time. Drafts will be discussed in class on March 7th.
- You must submit a completed plan online by Wednesday, March 13th. If you have materials to submit with your plan, bring them to class or give them to Jennifer by March 14th. Jennifer Manuola will review plans and return them with comments to the sakai site. Do not present your activity until your plan has been approved.

Child Assessment

- Additional information regarding this assignment will be available on the sakai website.
- Using the Child Development and Learning Checklist you will assess the developmental level of an individual child in areas of social/emotional, physical, language, and cognitive development.
- You will write a developmental summary based on the assessment. Submit your summary online to sakai by April 3rd. Submit your actual ratings forms online with your summary or in class on April 4th.

Group Presentation

- Additional information regarding this assignment will be available on the sakai website.
- In groups of 5-6 students, you will research and prepare a 30-min PowerPoint presentation on one of the following developmental/curriculum topics: Play; Peer Relations; Science; Social Studies – Community & Culture; Social Studies – Time Concepts; Gender Concepts; Drawing, Art & Creativity.
- Presentation should cover: 1) Developmental characteristics; 2) How children learn and develop; 3) Data or information gathered from observations and/or interactions with children; 4) Activities, materials, and interactions to that support development in this area.
- Students are encouraged to be creative in their presentations, incorporating video, artwork, discussion and exercises to promote learning
- Presentation will be graded on: 1) quality of presentation; 2) quality of PowerPoint; 3) Bibliography 4) Peer evaluations by other group members

IMPORTANT COURSE INFORMATION

Online assignments and information

- Weekly readings, handouts and online quizzes will be posted on the Sakai site.
- Assignments **MUST** be submitted via the Assignment page on Sakai.
- Assignments **MUST** be formatted as a Word or PowerPoint document.
- If you do not follow instructions and have to re-submit an assignment after the due date, it will be considered as a late submission and points will be deducted.

Weekly topics and assignments may be subject to change

- Complications frequently occur and changes in topic dates or assignment due dates may be necessary. Please check the sakai site frequently for announcements or changes in the course schedule.
- Final point totals may be affected by any changes in schedule.

Academic Integrity

I enforce the University's regulations on academic integrity, and ask your assistance in reporting suspected violations to me or to the Office of Student Conduct: <http://academicintegrity.rutgers.edu/integrity.shtml>

Confidentiality

Please maintain strict confidentiality regarding the children under your supervision. Information about the children should never be discussed outside the Center.

Security

- You will need a fob to open the doors to enter the Center. These will be issued by the Center and require a \$20 deposit.
- You **MUST** return your fob the last day of your fieldwork assignment (your deposit will be refunded). **If you do not return your fob, 10 points will be deducted from your final score.**

Contacting Instructors

- For questions regarding the course structure, class meetings, quizzes and online assignments (excluding the activity center assignment), contact Estelle Mayhew.
- For questions regarding fieldwork hours, effectiveness, and the activity center assignment, contact Jennifer Manuola.
- Do NOT contact instructors for due dates, grades or policy information that is available on sakai.
- It may take a couple of days for instructors to respond to email

Class Schedule (subject to change – check sakai)

*****Friday, January 25th, 7:30-8:30 am and Friday, February 1st, 6:15-7:15 pm*****

***** CLASSROOM ORIENTATION -- ALL STUDENTS MUST ATTEND ONE SESSION*****

Date	Topic
Part I: Orientation to Center and Basic Skills	
1/24	Introduction to Class
1/31	Policies and Procedures Orientation
2/7	Self-concept; Developmentally Appropriate Practice
2/14	Discipline
Part 2: Developmentally Appropriate Curriculum and Activity Planning	
2/21	Curriculum
2/28	Activity Planning
3/7	Activity Plan Feedback (bring draft to class)
3/14	Language Development
3/28	Preschool Literacy and Mathematics
4/4	Evaluation/Discussion
4/11	Discussion with Teachers: Personalities and Individual Differences
Part 3: Group Projects	
4/18	Play; Peer Relations
4/25	Time Concepts; Community & Culture
5/2	Gender Concepts; Art/Drawing/Creativity

Students will continue with assigned fieldwork schedule through the last day of classes, May 6th.