

## 830:388:01 Field Work: Child Development

### Syllabus for Spring 2020

#### INSTRUCTOR:

**Estelle Mayhew**, Instructor, Psychology  
e-mail: emayhew@psych.rutgers.edu

**Office Hours:** Tuesdays, 2:00 – 3:00pm and by arrangement,  
Tillett Hall 229, Livingston Campus

#### FIELD WORK SUPERVISOR:

**Jennifer Manuola**, Director, Rutgers-Psychology Child Development Center  
e-mail: jenne@psych.rutgers.edu

**phone:** 732-932-8881

**CLASS MEETING:** Wednesdays, 2:15-3:35, IFHN 101, Douglass Campus

**FIELDWORK:** 4 hours per week, by arrangement at Rutgers Psychology Child Development 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 be able to:

- Understand the developmental characteristics of young children from 2 to 5 years
- Interact effectively with preschool children in ways that promote their cognitive, linguistic, social, and emotional development
- Understand developmentally based curriculum goals for early childhood education
- Plan appropriate learning activities for young children
- Teach a class on a given topic on child development
- Assess young children's developmental status using the results of objective observation and standardized assessment materials

#### READINGS:

- Douglass-Psychology Child Study Center Aide Manual – available to purchase in class on January 29th for \$5.00
- *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 Canvas web site.

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

#### A. Performance in Field Work

1. Attendance at field work assignment	56 points
2. Effectiveness during assignment	54 points

#### B. Class Attendance and Assignments

1. Class Attendance	26 points
2. Online quizzes	40 points
3. Online forum contributions	8 points
4. Observation assignment	10 points
5. Activity Center	22 points
6. Child Assessment	15 points
<u>7. Group Presentation</u>	<u>15 points</u>
Total	246 points

#### A. PERFORMANCE IN FIELDWORK

##### A1. Attendance at fieldwork assignment

- Starting January 20th you can sign up for your weekly fieldwork hours on the Canvas 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**

#### **A2. 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.

### **B. CLASS ATTENDANCE AND ASSIGNMENTS**

#### **B1. Class Attendance**

- Class attendance is required. Roll call will be held via Canvas at the beginning of the class. Leaving early and arriving late both result in being marked partially absent. You may receive attendance credit for up to 2 excused class absences due to medical issues or emergencies. You will need to provide documentation of medical issues or emergencies.

#### **B2. Online Quizzes**

- Online quizzes will be posted on Canvas. You have a week 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.

#### **B3. Discussions**

- Discussion questions are posted on Canvas several times during the semester. You are often asked to post questions that will be addressed in class by classroom teachers. You earn 2 points for each discussion contribution.
- Note: no quizzes on weeks that are devoted to activity planning.

#### **B4. Classroom Observation**

- Additional information regarding this assignment will be available on the Canvas 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 Canvas by February 20, 7 pm.

#### **B5. Activity Center**

- Additional information regarding this assignment will be available on the Canvas 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 4th.
- You must submit a completed plan online by Tuesday, March 3rd. If you have materials to submit with your plan, bring them to class or give them to Jennifer by March 4th. Jennifer Manuola will review plans and return them with comments to the Canvas site. Do not present your activity until your plan has been approved.

#### **B6. Child Assessment**

- Additional information regarding this assignment will be available on the Canvas 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 Canvas by April 2nd. Submit your actual ratings forms online with your summary or in class on April 1st.

#### **B7. Group Presentation**

- Additional information regarding this assignment will be available on the Canvas website.
- In groups of 2 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
- One group member will submit the powerpoint slides to Canvas by 7 pm the day before your presentation. Each group member will submit a Group evaluation form evaluating the contributions of all group members including yourself.

#### **IMPORTANT COURSE INFORMATION**

##### **Online assignments and information**

- Weekly readings, handouts and online quizzes will be posted on the Canvas site.
- Assignments MUST be submitted via the Assignment page on Canvas.
- 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 Canvas 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.

#### 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 Canvas.
- It may take a couple of days for instructors to respond to email

#### Protection of Minors Training

- All fieldwork students must complete the online Protection of Minors training.
- Within the first 2 weeks of class, enrolled students will receive an email with the link to the online POM training. The course presents information about recognizing and reporting signs of abuse. There are quizzes throughout.
- After successfully completing the course, you will get a certificate of completion. Print out the certificate and submit it to the Center (or bring to class) no later than February 5th.

#### Class Schedule (subject to change – check Canvas)

**\*\*\*Friday, January 24, 7:30-8:15 am and Friday, January 31, 6:15-7:00 pm\*\*\***

**\*\*\* CLASSROOM ORIENTATION – ALL STUDENTS MUST ATTEND ONE SESSION\*\*\***

Date	Topic
<b>Part I: Orientation to Center and Basic Skills</b>	
1/22	Introduction to Class
1/29	Policies and Procedures Orientation
2/5	Developmentally Appropriate Practice
2/12	Talking with young children
<b>Part 2: Developmentally Appropriate Curriculum and Activity Planning</b>	
2/19	Discipline
2/26	Activity Planning
3/4	Activity Plan Feedback (bring draft to class)
3/11	Preschool Mathematics
3/25	Pre-Literacy skills
4/1	Discussion with Teachers: Personalities and Individual Differences
<b>Part 3: Group Projects</b>	
4/8	Group presentation Self-Concept and Peer relations

4/15	Gender; Community & Culture
4/22	Preschool Science; Art/Drawing/Creativity
4/29	Last class: Reflections

**Students will continue with assigned fieldwork schedule through the last day of classes, May 4th**