

7. Create curriculum and activity plans that meet the Maine Infant Toddler Guidelines.
8. Describe the characteristics of skilled caregiving.
9. Explore current trends in infant and toddler care.
10. Demonstrate proficiency in problem solving (ELO).

COURSE CONTENT:

1. Prenatal Development
2. Attachment
3. Development
4. Adverse Childhood Experiences
5. Resilience
6. Family Engagement
7. Play
8. STEM for Babies!
9. Behavior and Discipline

COURSE ACTIVITIES:

Lesson Plans

The entire course is divided into “Lessons” that cover specific topics and learning objectives in the class. The Lessons are listed in the Course Outline above. Each Lesson introduces you to specific subject matter and asks you to engage in a number of activities. These may include reading, exploring the web, researching, participating in online discussions, quizzes (multiple choice, short answer, and essay questions), and assignments (written work submitted as an attached document in a “drop box”)

Each Lesson consists of:

- A Lesson Plan that outlines the content and provides detailed instructions as to any assignments
- Direct links to any Discussions, Assignments, or Quizzes that go along with that Lesson.

All the Lessons are located in the “Lessons” folder. Click on the Lessons link in the course Menu.

Online Discussions

Online discussions form the backbone of an online class. It is very important for you to participate actively and fully in these discussions. These discussions will be graded and will be available for a specified amount of time (Monday morning until Sunday night on a given week in the course). You are required to participate in these discussions following the instructions that will be provided to you in the online Lessons.

Grading of the online discussions will be done in accordance to this grading rubric:

Name	Online Discussion Rubric		
Description	This rubric can be used to standardize the grading of online discussions.		
Rubric Detail			
	Levels of Achievement		
Criteria	Non Performance	Needs Improvement	Meets Expectations
Main Post	0 Points No participation or main post does not address the prompt in the instructions	20 Points Main post is present but does not go into sufficient depth, is missing particular components, or simply repeats what others have already posted...when applicable, claims are not substantiated with a reference.	40 Points Main post adds substance to the discussion and meets all the requirements of the prompt in the instructions...when applicable, claims are substantiated with a reference.
Reply Post 1	0 Points No participation or response post does not contribute to the discussion	10 Points Reply post is present but meets the criteria only in a superficial manner.	20 Points Response post is relevant to the discussion thread, introduces new information, asks a question, and/or provides unique insight into the conversation.
Reply Post 2	0 Points No participation or response post does not contribute to the discussion	10 Points Reply post is present but meets the criteria only in a superficial manner.	20 Points Response post is relevant to the discussion thread, introduces new information, asks a question, and/or provides unique insight into the conversation.
Mechanics	0 Points No participation or post is written with unacceptable spelling, grammar, and/or syntax errors	10 Points Errors in mechanics are minor, but are somewhat distracting from the message.	20 Points No substantial errors in spelling, grammar, and/or syntax, or APA Citations.

You are, of course, encouraged to post many times through the week. You are also encouraged to post EARLY in the week so that you can benefit from others' responses to your post and so that others may benefit from your responses).

Please review the online document titled "Course Expectations and Policies"

Lesson Quizzes

These quizzes will consist of questions related to activities I assign in the class, the content of the discussions, or information you gather from research or from your interview (see below).

Within each Lesson outlined you will be provided with a lists of ALL the questions in the specific quiz. You should prepare your answers ahead of time and then enter these answers into the appropriate online quiz.

Quizzes must be completed by the end of the week in which they are assigned. You may be able to work ahead on some of these quizzes as well.

Extensions on the due dates for Quizzes may be allowed with sufficient reason; however, I reserve the judgment to not grant an extension. If you anticipate needing extra time it is best to get in touch with me PRIOR to the due date.

Special Assignments

The following assignments are those that have been incorporated into this class to not only teach you course content, but to also enable you to demonstrate learning associated with the KVCC General Education Outcomes. (See the section on General Education Outcomes at the beginning of this syllabus)

- Problem Solving

It is critical that you review the information I have provided for each of these assignments in the course website.

While the assignments are not particularly complicated, they are certainly complex, requiring planning and time management to complete them by their due dates.

GRADING:

Lesson Quizzes and Assignments	25%
Lesson Discussions	25%
Special Assignment	20%
Attachment Plan of Actions	10%
ACES Assignment	10%
STEM Assignment	10%

GRADING SCALE:

	<u>Grade</u>	<u>Scale</u>
A	4.00 grade points per credit hour	95-100
A-	3.67 grade points per credit hour	90-94
B+	3.33 grade points per credit hour	87-89
B	3.00 grade points per credit hour	83-86
B-	2.67 grade points per credit hour	80-82
C+	2.33 grade points per credit hour	77-79
C	2.00 grade points per credit hour	73-76
F	0.00 grade points per credit hour	Below 73

ATTENDANCE POLICY:

Online attendance is made up of participation in online discussions and the completion of online quizzes and assignments. A student will be considered "in attendance" if they have addressed at least one of the required activities during a given week. While this may not constitute a separate grade in the course (each activity is likely graded separately), attendance will be reported to the college based on this policy.

MAKE-UP WORK:

I do not want late work. I will be timely in my grading so I expect you are on time with passing in your assignments. Only in the case there is an extreme extenuating circumstance, will I consider accepting work past its due date. I will respond to questions, emails and discussion postings in a timely manner. If not the same day, then the day after.

COURSE REQUIREMENTS:

Please visit the Course Expectations under Course Information for the full outline of information.

In accordance with state and federal law, this College is committed to assisting qualified students with disabilities achieve their educational goals.

If you are in need of an accommodation in this course:

- Students must contact the Dean of Students, Enrollment Services Center, Frye Building, 453-5019, knormandin@kvcc.me.edu
- Students must provide current, appropriate documentation of their disability.

- Students must make a timely request for accommodation to the Dean of Students.
- Accommodations will not be provided until the faculty member receives a letter requesting accommodations. This letter is created with the Dean of Students and is supported by the documentation of said disability.
- Requests for accommodation must be renewed each semester for each course.

This document is available in enlarged print and on audio tape. Please contact the Dean of Students at 453-5019 or knormandin@kvcc.me.edu

NOTICE OF NON-DISCRIMINATION (2014):

Kennebec Valley Community College does not discriminate on the basis of disability in the admission to, access to, or operation of its programs, services or activities. Students requesting classroom accommodation should be forwarded to the Dean of Students, Enrollment Service Center, Frye Building, phone: 453-5019 or the Director of the Learning Commons, Lunder Library, phone: 453-5084

Complaints about College decisions related to disability accommodations or discrimination must be forwarded to Affirmative Action Officer and ADA Compliance Officer, Dean of Academic Affairs, Enrollment Services Center, 92 Western Avenue, Fairfield, ME 04937, phone: 453-5822.