

HUMAN DEVELOPMENT—PRENATAL TO TODDLER SYLLABUS 19052

Welcome to Human Development—Prenatal to Toddler online! This course is designed to develop skills, attitudes, and behaviors associated with supporting and nurturing the growth and development of children in the role of a parent or care giver.

Here's where to find out about: [communication](#), [texts](#), [class policies](#), [quizzes and tests](#), and the [grading procedures](#).

[Communication](#)

Jean Clarke	E-Mail: jean.clarke@k12.sd.us
PO Box 198	Phone: 605-449-4336 (home) 605-360-1648 (cell)
Emery, SD 57332	Fax #: 605-449-4270

Understanding patterns, sequences, and stages of development is vital for guiding infants and toddlers to make informed decisions. Due to an increasing number of working parents and a need for highly qualified educators, trained personnel in the childcare field are in demand. Human development knowledge is essential for individuals seeking a career in education, health, medical and human service professions, and many other careers involving working with infants and toddlers.

This class will give you the opportunity to learn about these stages of child development and your role in caring for children in a way you may not have had the opportunity to learn in before—online. In an online class, you have responsibility for your own learning and I will support you in your learning process. Here are some ways to make this a positive experience:

- ❖ Because this course is on-line, it is important for you to ask questions whenever you need to. I am available through e-mail or cell phone and will get back to you as soon as possible.
- ❖ Even though this is an online class, we will still have opportunities to work in groups and do “hands-on” activities. Your class information and activities will be posted on Blackboard Learn (<http://courses.k12.sd.us>). We will use the discussion board to ask and answer questions and to hold discussions. The *Content* section will be where your lessons, discussions and assignments will be located. The *Home Page* section will have the announcements and weekly deadlines for class activities, assignments and discussions.
- ❖ It is important for you to do your own work on the assignments, projects and quizzes. It is also important for you and the other students at your site (if there are other students) to be able to figure things out together and to learn with each other. If you're not sure about how to do something, ask your classmates. If they aren't sure either, post a question to the discussion board. Work together—but do your own work! **Using other people's ideas, works, pictures, or any other content is illegal.**
- ❖ You can contact me at the email address above. I read my email in the morning and in the afternoon and will usually reply to your email within 24 hours. If I am going to be away from my email, I will let you know by email or by posting a message in *Announcements* in Blackboard.

- ❖ I can be reached by telephone at the numbers listed above. You, your facilitator or your parent/guardian can also ask me to schedule a teleconference or video conference over if you would like some extra help or would like to talk to me face-to-face. Your facilitator can help you to call or schedule a conference.
- ❖ I am interested in hearing your comments and questions and in helping you to learn the course material. If you feel frustrated with the course, or just need to ask a few questions, please email me or ask your facilitator to help you contact me so that your questions are answered and you can move forward.

Course Goals

HDPT 1 Analyze principles of human development.

HDPT 2 Analyze development from conception through birth.

HDPT 3 Analyze development of infants.

HDPT 4 Analyze development of toddlers.

HDPT 5 Investigate career paths for working with prenatal care to toddlers.

Textbooks and Instructional Materials

The textbook used for this class is *The Developing Child* by Holly Brisbane. You will also use a variety of internet resources. On your computer server, be sure to start folders for each module to help organize your electronic work.

Always check directions and rubrics for assignments and projects before handing them in so that they are complete and you receive all the points you deserve.

Class Policies and Procedures

➤ Attendance & Class Time:

This class is on-line, so different sites will have students working at different times. It is best for all of the students at your school in this class to work in the same room at the same time, so you can interact with each other. Your school should schedule this class during one of your regular class hours. It is important for you to work on this class during the assigned time. It is very easy to fall behind and very difficult to catch up once you're behind. When you have a question or are unsure about what to do next, it is your responsibility to ask the facilitator or me, so that your situation is resolved, and you can continue. Your facilitator will take attendance and handle excuses when you are late or absent for class, according to your school's policy. Please remember that all correspondence is kept and can be checked later. I will have a record of whether you contacted me, and what was said.

➤ Student Behavior:

To successfully complete this course, you need to be working during your class time. Your facilitator will handle any discipline issues according to your school's discipline policy.

All assignments and projects must contain content that is appropriate for a K-12 classroom. Assignments or projects containing inappropriate material will not be accepted and may result in a 0 or, in extreme cases, removal from the course.

➤ Assignments & Projects:

You must do your own assignments and projects. It is also important to remember that using other people's ideas, works, pictures, or any other content is illegal.

In order to be successful in an online or distance class, you need to turn work in promptly and consistently. For online classes use the due dates on the *Home Page—My Tasks* and pacing chart to stay current.

Unexcused late work will always have points deducted. Work not turned in within a week after the due date will receive a zero. Meeting the assignment and discussion deadlines in your course is vital to earning a good grade.

You should hand in work by submitting it through the *Assignment* link Blackboard. The module assignment will clearly tell you how to submit the assignments. If you have questions, or are having trouble, please email me so that we can resolve the situation. You must keep working through the course in order to finish by the end of the semester. I'll send status reports to your facilitator and principal weekly and at the end of the quarter.

*Remember: You are responsible for your learning in online classes more than in any other classroom situation!

If you miss class for a school related event or an illness, please allow some extra time to work on this course. You'll need to get caught up right away.

Quizzes, Tests and Projects

Some modules will have quizzes or tests. These will be taken through an online quiz site. All quizzes must be taken while the class facilitator is present for credit to be given. Other modules will have projects or other ways to demonstrate your knowledge or skills gained.

Grades

Your assignments and quizzes are graded based on the maximum number of points possible. The number of points allowed for each assignment, project, or quiz are shown near the top of each assignment or in the CONTENT section of the course. I'll divide the number of points that you earn by the number of points possible to determine your percentage. The percentage that you earn determines your course grade based on the grading scale used at your school.

You will periodically be sent a spreadsheet with the current status of your grades. Both you and your facilitator will receive it and your facilitator will enter the grades in your school's grading system.

Your assignments, projects, and quizzes are graded according to a percentage of possible points. Your grade will be reported to your school as this percentage and will be interpreted depending on your district's grading policies.