

I. COURSE DESCRIPTION:

This weekly seminar is crucial for helping students to understand the Early Childhood Educator's role in working with young children. Student experiences and ideas, as well as suggestions for interacting effectively in field placement setting will be exchanged. In addition, professional responsibilities, especially, **reliability and confidentiality**, are emphasized

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. **analyze and implement a variety of observational methods and strategies** (*Reflection of CSAC Vocational Standard #3 Generic Skills, #7*)
Potential Elements of the Performance:
 - identify the reasons for observing young children
 - distinguish between objective and subjective observations and describe their crucial differences
 - compare the advantages and disadvantages of each type of observational method
 - analyze recorded observations for accuracy of technique
 - develop strategies to record observational data that demonstrates professionalism and maintains confidentiality

2. **communicate professionally** (*Reflection of CSAC Vocational Standard #6, Generic Skills #1,#2,#5,*)
Potential Elements of the Performance:
 - ensure confidentiality
 - contribute one's own ideas, opinions and information while demonstrating respect of those of others
 - provide field practice examples in a comprehensive, concise, factual and objective manner.
 - collaborate with others

3. **evaluate own progress in the early childhood education related to the competencies outlined for Semester One** (*Reflection of CSAC Vocational Standard #1-9, Generic Skills #6, #10, #13*)
Potential Elements of the Performance:
 - present concrete oral examples of achieved field practice competencies
 - present documented examples of achieved field practice competencies
 - identify one's strengths
 - engage in self-evaluation
 - clarify one's own role in the field practice setting

4. **develop a repertoire of developmentally appropriate teaching strategies** (*Reflection of CSAC Vocational Standard #2*)
Potential Elements of the Performance:
 - select quality literature appropriate for varying age groups
 - present literature to children effectively
 - acknowledge children positively
5. **plan individual programs and curriculum to meet the developmental needs of children** (*Reflection of CSAC Vocational Standard #2*)
 - identify the importance of using forms to plan activities
 - name the components of activity planning forms
6. **access resources available to educators**
Potential Elements of the Performance:
 - outline effective methods of gathering resources
 - identify local organizations that provide appropriate early years resource materials

III. TOPICS:

These topics are provided as a guideline and not as an exhaustive list. Some topics will overlap and may not be presented in the order that they are listed. Students are expected to do the required readings prior to class, bring materials with them and be prepared to discuss the identified topic/issue.

1. Confidentiality and Ethics in the Early Childhood Education field
2. Introduction to Observing and Recording young children's behaviour
 - How child development relates to observation
 - Objectivity and subjectivity; observational bias
 - Advantages and disadvantages of various observational methods
 - Writing descriptive objective observations
3. Being Observed: Discovering Your Competencies
4. Communicating experiences from field practice placements
6. Analyzing professional growth
7. Building relationships by acknowledging children
8. Using running records and anecdotal records in observation of children
9. Selecting and presenting developmentally appropriate, quality children's literature
10. Locating local teaching resources

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

- Doherty, G. (n.d.). ***Occupational Standards for Child Care Practitioners***. Ottawa: Canadian Childcare Federation.
- Saifer, Steffen. (2003). ***Practical Solutions to Practically Every Problem. (Revised)***. Minnesota: Redleaf Press
- Wylie, Sally, (2004). ***Observing Young Children –A Guide to Early Childhood Educators (2nd ed.)***. Toronto: Nelson Publishing
- Dictionary and Thesaurus

TEXTS PURCHASED IN OTHER COURSES BUT USED IN THIS COURSE

- Haig, J., MacMillan, V., Raikes, G. (2010). ***Cites and Sources. 3rd Edition***. Canada: Thomson Canada.

SUGGESTED TEXTS

- Cobb, J., (1996). ***I'm a Little Teapot, - Presenting Preschool Storytime***, B.C.: Black Sheep Press

V. EVALUATION PROCESS/GRADING SYSTEM:**In-Class Activities 40%**

Students are expected to participate in various in-class activities throughout the course. The focus of the activities will be to provide students with opportunities to engage in experiential learning that reflects the theory being discussed. These activities must be completed during class time, therefore students who choose not to participate, are absent, arrive late or leave early and are consequently absent during the in-class activity will receive a "0" for the activity. These activities will not be rescheduled. (details of each activity will be discussed in class) Sharing of experiences and problem solving any challenges faced when working in the early childhood field will be a fundamental component of this course. *Attendance and participation* in seminar classes is crucial to the integration of teaching theory and practice.

- *Field Work Discussions*
- *Responses to various teaching videos*
- *In class exercises.*

ASSIGNMENTS 50%

- | | | | |
|----|------------------------------|-----|--|
| 1. | Observations | | |
| | • Anecdotal (2) | 15% | |
| 2. | Portfolio | 5% | |
| 3. | Children's Literature | 20% | |
| 4. | Field Practice Journal | 10% | |

Test (1) 10%

PLEASE NOTE:

**Regarding Student Progression through the three
Co-Requisite Core ECE courses:
*Teaching Methods, Seminar, Field Practice***

Students must receive a minimum of a “C” (2.0 G.P.A.) in each semester’s ***Teaching Methods, and Seminar***, courses ***and receive an “S” Satisfactory in their Field Practice***, (in the case of *Field Practice 1*, students must receive a “C”) within the same semester, in order to proceed to the next semester’s co-requisite courses.

The following semester grades will be assigned to students:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 - 100%	
A	80-89%	4.00
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50-59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

Note: For such reasons as program certification or program articulation, certain courses require minimums of greater than 50% and/or have mandatory components to achieve a passing grade. It is also important to note, that the minimum overall GPA required in order to graduate from a Sault College program remains 2.0.

VI. SPECIAL NOTES:

Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's

Disability Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:

The College considers **LMS** as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the **Learning Management System** communication tool.

Plagiarism:

Students should refer to the definition of "academic dishonesty" in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may (i) issue a verbal reprimand, (ii) make an assignment of a lower grade with explanation, (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade "C", (iv) make an automatic assignment of a failing grade, (v) recommend to the Chair dismissal from the course with the assignment of a failing grade. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:

The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

Electronic Devices in the Classroom:

Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College

Attendance:

Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Tuition Default:

Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November will be removed from placement and clinical activities. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress

Specific Class Information

Assignments:

- Major assignments (5% or more) must be submitted on the due date, at the beginning of class, unless otherwise specified by the instructor. If major assignments are late, both the following steps must be taken in order for the assignment to be evaluated;
 1. Major assignments that are late are to be handed in to Room E3209 (slip under the door).
 2. The instructor will be notified, through WebCT, that the assignment has been handed in. An attachment (in Microsoft Word format) of the completed assignment must be included. A reply will be sent back to you indicating that the material has been received.
- Late, major assignments **will be deducted 5% per day** (20% maximum deduction). Major assignments **more than one week late will not be accepted**.
- All assignments are to be typed and stapled unless otherwise stated. All ideas and direct quotations must be documented using APA style. Please refer to the section above about Plagiarism.
- In-class or weekly assignments are due on the assigned date. These assignments will not be accepted after that date, as they are a part of class work and discussions.
- Students are responsible for retaining a file of all drafts and returned assignments. We suggest students keep their computer file of assignments until the end of semester. In the event of a grade dispute, students must produce the graded assignment, so it can be recorded
- Students must adhere to dates set for oral presentations unless the professor has approved prior arrangements. Students who do not present on their presentation date will forfeit the mark for that assignment.

Tests/Quizzes:

Tests/Quizzes must be completed on the date scheduled. If unable to attend due to illness or extenuating circumstances, contact the professor prior to the start of the test. An alternative date must be arranged before the next class

Learning Environment:

In the interest of providing an optimal learning environment, students are to follow these expectations;

- Students should be aware that the expectations for their conduct in class are outlined in the *Student Code of Conduct*.
- Students are expected to arrive to class on time. Late students are expected to quietly enter the classroom and sit in the nearest seat available. Notes and writing materials must be ready before entering class. If assignments and activities have begun, students are asked to wait until they are completed. Students are asked to wait until after class to speak to classmates about missed material.
- Students are to keep private conversations and other distracting behaviours out of the classroom.
- Leaving the room should be for emergency reasons only.

Missed Classes

Students who miss a class are responsible for asking a classmate to take notes and pick up assignments and handouts. Students are responsible for work assigned during absences.