

EDU1358 Classroom Management, Intro.

Course Syllabus

COURSE REQUIREMENTS

Classroom Management, Intro. is an introductory course. It is a prerequisite for EDU2358 Classroom Management II. All students are eligible to take this course.

COURSE DESCRIPTION

This course expounds best practices in classroom and behavior management. Topics such as, organizing time, materials, and classroom space will be considered. Approaches for managing individual and large group student behaviors, transitions, and other arrangements for classrooms will be gained. The methods acquired in this course will train the student to employ the techniques in a varied assortment of educational atmospheres. The objective is to fashion safe, encouraging, and effective learning environments.

Overseeing a classroom involves an extensive range of tasks, this program will help you to be able to coordinate and supervise the classroom more competently. You will learn how to establish yourself as the authority figure and at the same time foster good, beneficial relationships with your students.

LEARNING OBJECTIVES

Students will grow a knowledge of the fundamental principles of human behavior. This course delivers training on how to apply those principles to teaching. The aspiration is to encourage effective school and classroom management. Students will acquire the knowledge in order to provide an effective learning environment for children of all ages. By the end of this course, all students should:

- Arrange the classroom and equipment for optimum behavior
- Institute rules and procedures to reduce problem behaviors
- Establish a positive environment for learning
- Implement friendship and social skill building strategies
- Develop and direct instruction to prevent management problems
- Communicate successfully with students and caregivers
- Utilize observational skills and functional behavior assessment techniques to evaluate problem behavior and establish proper mediations

ATTENDANCE

Attendance is mandatory for all students. Excellent attendance is imperative for mastery and application of the information dispensed. Whether you are sitting at a desk in a classroom or attending via Skype, your attendance is vital to your success. Late arrivals are distracting and disrespectful. Please refrain from being tardy. Grades will be affected by absences and tardiness. Participation in class is a prerequisite. You learn from lectures, discussions and presentations.

CLASSROOM BEHAVIOR

Students are expected to treat all persons with respect. We should all conduct ourselves in a courteous and responsible manner. Be considerate, you can disagree, don't insult.

Please set all your electronic devices to silent during class so as not to be a disturbance to others in the class.

TUTORIAL ASSISTANCE

We maintain an open-door policy for our students. We are absolutely willing to discuss any matter that may arise during the course. If you have any questions, problems, or need help with the course material, we urge you to reach out as soon as the issue arises. If you want to contest a grade, you must do so within 48 hours and put it in writing. Please ask your student advocate for help. If you do not have a student advocate send an email to: tutordept@usilacs.org.

NON-DISCRIMINATORY STATEMENT

All students regardless of age, race, gender, religion, physical disability, class, etc., shall have equal opportunity without harassment in this course. Any problems with or questions about harassment can be discussed confidentially via email at: hr@usilacs.org.

DRESS CODE

For students enrolled who are attending in a classroom or via Skype, please be sure you are dressed modestly and respectfully. Please refer to www.merriam-webster.com/dictionary/business%20casual. NO short shorts or skirts. Avoid low-cut tops. We want to present ourselves in a dignified manner at all times.

NETIQUETTE

- Always read through all the comments of the class before responding. This will avoid duplicating comments or questions asked.
- Avoid language that could be offensive. All profanity is strictly prohibited. Remember that using all caps when replying online signifies shouting. This would be rude and combative.
- Be sensitive to the fact that there will be fellow students from all parts of the world with many differing backgrounds and languages. Remember that slang and idioms will most likely be misconceived and/or misinterpreted. These should be avoided.
- Respect others views or opinions.
- Be thoughtful of the privacy of others. Ask permission before sharing email addresses or other personal information.
- Do not forward inappropriate material such as: virus warnings, chain letters, jokes, etc. The sharing of pornographic material is strictly prohibited.
- Use good spelling and grammar. Avoid using texting shortcuts.

- Strive to compose your comments in a positive, supportive and constructive manner at all times.

Any of these offenses will be dealt with by the school disciplinary committee.

ADA ACCOMMODATIONS

All reasonable accommodations will be provided for students with disabilities. Any student attending USILACS who needs an accommodation due to a chronic challenge (i.e. blindness, deaf or hard of hearing, mobility issues, psychological, or learning disability), register with:

USILACS Registrar's Office
1221 Brickell Ave.
Miami, FL 33131
1-305-330-2202
registrarsoffice@usilacs.org

ACADEMIC DISHONESTY/CHEATING

We encourage collaborating with others, either in person or online, to study and learn. When you complete your assignments or your exams, however, the wording has to be your own.

Plagiarism is the theft of someone else's work and ideas. You are permitted to cite or even quote someone else, however, you must properly cite them. There are two accepted ways of doing this. They are known as Modern Language Association (MLA) or American Psychological Association (APA). You can visit www.citationmachine.net for help in correctly citing information.

As a school that strives to maintain high moral standards, we strongly caution our students to be ethical and honest. Endeavor to be honest in conducting yourself in regard to any coursework you accomplish or exams you may take. Cheating is a dishonest practice.

REFERENCE MATERIALS

The vast majority of textbooks are outdated by the time they are published. USILACS education programs are not based upon outdated printed textbooks. USILACS programs are based on the most accurate and reliable knowledge available; specifically, up-to-date vetted internet-based information.

For those who would like some reference or Internet search recommendations, we would recommend the following.

- (2015) Effective Classroom Seating Arrangements: Displays 2 Go.
- (2013) 7 Tips for Better Classroom Management. Tyley Hester.
- (2013) Classroom Management Strategies to take Control of Noisy Students. Rob Plevin. YouTube. (Video)
- (2012) Classroom Management. Wikipedia The Free Encyclopedia

(2009) Smart Classroom Management. Michael Linsin.

MINIMUM REQUIRED SUPPLIES

All students will need all of the following:

- Computer with camera, microphone, and speakers.
- Skype installed on the computer with an active Skype account.
- Internet
- Printer
- Notebook paper
- Pens/pencils

If the student does not have a computer or internet, there will be some available for use at the school in the computer lab.

GRADING SYSTEM

There will be three tests throughout the course. Each test will count for 33.3% of the final grade.

Grade	Percentage	Grade Point
A+	99	4.0
A	97	3.8
A-	94	3.7
B+	89	3.3
B	85	3.0
B-	81	2.7
C+	77	2.3
C	73	2.0
C-	69	1.7
D	66	1.0
F	59	0.0

All students must earn at least a “D” in order to pass the class.

ASSIGNMENTS

Observation Paper-

Observe a classroom for ½ a day. Take note of the techniques used to maintain order in the classroom. Report on good and bad behaviors observed and how they were handled. If you have any opinions of what you observed or if you have an idea of how to improve on what you saw include that. This should be at least 1,000 words in length.

Role Play of a Classroom Management Scenario-

A small group of students will put on a skit displaying a disruptive classroom behavior and how to handle it in the swiftest manner and most effectively. Feedback will come afterward from the rest of the class.

Classroom Management Plan-

The student will develop a classroom management plan that will outline the management practices he/she intends to use.

WEEKLY ASSIGNMENTS

Week 1	Overview of course and coursework The critical role of classroom management
Week 2	Rules and procedures
Week 3	Disciplinary interventions
Week 4	Teacher-Student relationships <i>Observation paper due</i>
Week 5	<i>Video review and Exam</i>
Week 6	Functional behavioral analysis and intervention planning
Week 7	Pitfalls of punishment: Alternatives that lead to self-discipline
Week 8	Solving problems together-engage children's creativity and commitment <i>Role play of classroom management scenario due</i>
Week 9	<i>Video review and Exam</i>
Week 10	Keeping students on task and completing assignments
Week 11	Basic responsibilities- the teacher, student, parent
Week 12	Designing lessons to help students reach mastery <i>Classroom management plan due</i>
Week 13	<i>Video review and Final exam</i>