

EDU2358 Class Management II

Course Syllabus

COURSE REQUIREMENTS

Class Management II is an advanced course. Students must have completed EDU1358 Class Management, Intro. prior to enrolling in this course. This is a prerequisite for EDU4358 Class Management with Lab.

COURSE DESCRIPTION

This course surveys approaches for managing classrooms effectively. Student behavior, techniques for classroom preparation, setup and management, and discipline models are investigated. The course addresses forming relationships with students, launching classroom routines and room arrangement. Instituting yourself as an authority figure while still asserting an approachable disposition is a delicate balance, this course attends to that issue.

You will gain a plethora of instruments to utilize in the classroom setting. It is very crucial to develop strong relationships and attachments to your students, as this will reduce behavioral issues. This course will escort you through strides you can take to do just that. You will also ascertain the significance of being consistent and accommodating at the same time.

LEARNING OBJECTIVES

Erecting a group of engaged and determined pupils is one of the most significant qualities of being an effective classroom teacher. The most successful teachers appreciate that constructive and inspiring learning communities encompass encouraging communication and reciprocated respect. In this course, you will acquire abilities of forming a trusting relationship around the tenets of planning, instruction, correction as a tool, organization, individual and group inspiration, and supportive learning. By the end of this course, all students should:

- Plot out the format of the classroom for the most proficient and effective result
- Design the physical qualities, the furnishings, for smooth transition, safety and traffic flow
- Form classroom procedures and guidelines to advance a positive atmosphere
- Fashion a program for the class to support consistency
- Exhibit knowledge and skill for overseeing the emotional atmosphere of the classroom
- Be adept to stimulate the students to success
- Monitor, examine and authenticate student conduct to pair a proper intervention

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) The Guardian. Classroom Management Tips for New Teachers. Michael Linsin.

(2015) Classroom Management Strategies for Inclusive Classrooms. Polirstok, S. Creative Education,

(2009) Educational Psychology Second Edition: Saylor.org. Kelvin Seifert, Rosemary Sutton.

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

Scenario Paper-

Read the following scenario and write a paper outlining how you would handle the situation.

You are going over double digit multiplication problems. As you do, you begin cold calling students to talk about both the process and the answers to each step. Some students are repeatedly calling out the answers to your questions. They giggle when you first ask them to desist.

Why do you think your method would be effective and how would it promote better choices on the student's part in the future? This should be at least 1,000 words in length.

Classroom Arrangement-

Draw a diagram of a classroom that is 20' x 20'. Draw your objects in the classroom showing how you would arrange it for optimum productivity, safety, and traffic flow.

Your classroom must contain at least:

- One teacher's desk and chair
- 30 student's desks and chairs
- 3 large tables
- A cabinet
- 3 bookcases

Procedures and rules paper-

You are a teacher of 5th grade students. Write out the rules you would establish for your classroom. Procedures are important to think about ahead of time, therefore, write out procedures for:

- A student needing to use the bathroom
- Student getting out of his/her seat for other reasons (sharpening pencil)
- How to move outside
- How to travel to the gym
- Fire drill
- Tornado drill
- Earthquake drill
- Lock down procedures
- Evacuation
- Chemical warfare
- Bomb threat
- Medical emergency
- Intruder alert

WEEKLY ASSIGNMENTS

Week 1	Overview of course and coursework Qualities of an effective teacher
Week 2	Problems that can surface in a classroom
Week 3	Techniques of behavior management
Week 4	What types of emergencies could arise in the class <i>Scenario paper due</i>
Week 5	<i>Video review and Exam</i>
Week 6	Creating a positive learning environment
Week 7	Arrangement of the classroom
Week 8	Flexibility and consistency <i>Classroom arrangement due</i>
Week 9	<i>Video review and Exam</i>

Week 10	Inclusion in the classroom Consequences versus punishment
Week 11	Setting rules and establishing procedures
Week 12	Teacher-directed versus student-directed classrooms <i>Procedures and rules paper due</i>
Week 13	<i>Video review and Final exam</i>