HOW THIS COURSE IS CONDUCTED
We will be using CANVAS, a Course Management Software program. Think of CANVAS as our classroom. In it is all of the information you will need to complete this class (assignments, quizzes, handouts, e-mail, and discussion forums). Our classroom will be open on the first day of class.

GRADING OPTIONS
The grading options for this course are: 1) Letter Grade, 2) Pass, or 3) No Pass. If you wish to have the opportunity to receive a “Pass” or “No Pass” at the end of this course, rather than a letter grade, you must complete a form and submit it to the Admissions/Records office within a prescribed period. You can get this form from the A/R office. Check your student WV Portal account for this deadline.

COURSE DESCRIPTION
This course examines the developing child in a societal context focusing on the interrelationship of family, school, and community and emphasizes historical and socio-cultural facts. The processes of socialization and identity development are highlighted, showing the importance of respectful reciprocal relationships that support and empower families. Letter Grade or Pass/No Pass Option; CSU transferable.

STUDENT LEARNING OUTCOMES
1. **Outcome**: Evaluate community resources available for all children and families including families of children with special needs. **Assessment**: Final project
2. **Outcome**: Critically assess how educational, political, and socioeconomic factors directly impact the lives of children and families. **Assessment**: Written assignments
3. **Outcome**: Analyze theories of socialization that address the interrelationship of the child, family, school, and community. **Assessment**: Written assignments

COURSE OBJECTIVES
Upon completion of this course, students should be able to:
1. Demonstrate knowledge of theories of socialization that address the interrelationship of the child, family and community.
2. Describe the collaborative process between families, professionals, and agencies.
3. Discuss attachment theory and family systems theories with risk factors in young children and family relationships.
4. Identify a variety of community agencies, organizations, and services which serve families with young children, including infants, addressing issues such as special needs, disabilities, poverty, homelessness, violence, education, family law, and child welfare.
5. Examine families’ rights to early intervention, support, resources, and confidentiality.
6. Assess the impact of education, political, and socio-economic factors on children and families.
7. Demonstrate a basic understanding of the social issues, changes, and transitions that affect children, families, schools, and communities.
8. Describe effective strategies that empower families and encourage family involvement in children's development.
9. Identify one’s own values, goals, and sense of self as related to family history and life experiences, assessing how this impacts relationships with children and families.
PREREQUISITES
There are no course prerequisites for CHST 063, but the following are recommended:

Eligibility for ENGLISH 1A
Students have mastered the skills in English 905 or the equivalent. Students should be able to write short paragraphs and essays that are well-organized and supported and well-edited for sentence errors.

Eligibility for READING 053
Students have mastered the skills in Reading 961 or the equivalent. Students should be reading at a beginning college level in the areas of vocabulary and comprehension. This would include some critical interpretation of texts.

REQUIRED TEXTBOOK


IS THIS ONLINE CLASS RIGHT FOR ME?
Viewing the eLearning web site should help determine if this class meets your needs. Are you ready for online learning? To help you determine if online learning is right for you, take the online readiness quizzes. Review the FAQ page.

HOW TO LOG ON TO CANVAS
Please read “How do I Login to CANVAS” (from the West Valley College Distance Learning web site). You can also access the CANVAS login page from WV’s home page.

If you are having problems with the CANVAS software system, please contact Max Gault at max.gault@wvm.edu with your college ID#, section# of this course, your name, and a description of your problem.

Check the CANVAS logon page for the browsers and browser version you should use. It is recommended that you use the current version of Firefox, Safari or Chrome. Problems may occur if you use Internet Explorer.

STUDENT RESPONSIBILITIES AND COURSE REQUIREMENTS

Plan your time carefully
In order to successfully complete this course, you should plan your schedule and try to stick to it. Look carefully at your work schedule, school schedule, and family obligations and allow plenty of time for each. This is a 3-unit class. In a semester length class, each unit is equal to 3 hours a week (considered class time) plus homework, reading, etc.
Contact Information

Once the class begins, if you email me, I will get back to you within 24 hours (M - Th eve), usually less. In addition, once class begins I require that you email me from within CANVAS ONLY.

The “Inbox” icon located on your left navigation bar in CANVAS will take you to the email function for this course.

If for some reason you need to contact me via my college e-mail address, here it is:  
leslie.hotta@wvm.edu

This class is organized into separate Modules which contain the chapter lecture, video links, required assignments, and other resources as it relates to the assigned chapter.

Please understand that this is not a self-paced class. In other words, I will not release all the assignments for the entire session at one time. You must submit your assignments on or before each of the deadlines.

Quizzes

You are required to complete a quiz for every chapter. It is expected that you will have read the assigned chapter, chapter lecture, supplementary articles, and viewed the video clips before completing the quiz. Quizzes are available 24/7 during the entire assigned week and must be completed by the final deadline (11:30 pm (PST) Thursdays).

You have two attempts and there are no make-ups after the final deadline. The highest of your scores is documented as your final grade. Questions are randomly selected from a larger test bank so you may not receive the same set of questions on each attempt. Choose your answers wisely as once you make your selection, it is locked and you will not be able to change it later.

You have the opportunity to review your quiz attempts to see which questions you marked incorrectly. Once you complete the quiz, the system gives you an immediate score; however, you can review your quiz for the correct answers which are available for **one week only after the final deadline**.

Video Questions

These assignments involve viewing a video and answering a set of questions (multiple choice, true/false, fill-in, or short answer). You have one attempt to complete these questions and there are no make-ups after the final deadline. These videos and related questions are revealed weekly when the module for the assigned chapter becomes available.

Your response to short answer questions are expected to be written in complete sentences. For multiple choice, fill-in, and true/false questions, choose your answers wisely as once you make your selection, it is locked and you will not be able to change it later.

Once you’ve answered the video questions, the system gives you an immediate score; however, questions requiring a narrative response need to be manually graded therefore your total score will not be available immediately. You can review your quiz for the correct answers which are available for **one week only after the final deadline**.
Forums

There are two types of forums: “Discussions” and “Quick Writes.” In order to earn the maximum number of points, “Discussions” require a longer original post in comparison to “Quick Writes.” A grading rubric is attached to every forum so you can view the criteria which are used to evaluate your participation.

For these assignments, your original post is due by the first deadline (11:30 pm (PST) Tuesdays) for the opportunity to earn the maximum number of points. If you submit your post after this first deadline, significant points will be deducted for the late submission.

Replies to your classmates must be submitted by the second and final deadline (11:30 pm (PST) Thursdays).

You are a member of a small group for these mandatory forums. I virtually create all groups for these forums - you do not form groups on your own. Occasionally, teams may be reconfigured to provide an opportunity to work with other classmates. You can only see the posts and replies of students assigned to your group. No other group can see your forum.

ONLINE DISCUSSION ETIQUETTE

Forums are used to discuss topics and issues for this course. Participating in discussions is analogous to attending class regularly. So, you should plan to actively participate in on-going discussions.

Your postings should contribute meaningfully to the topic.

- An unacceptable posting: “Yeah, I agree.”
- Use appropriate Netiquette. Use respectful and appropriate language in your responses.
- You are expected to read all messages. You are responsible for reading all of the messages that are posted in the online discussion.
- You are expected to respond to each other. An online discussion resembles a classroom discussion in its entirety.
- All messages posted are public. In an in-class discussion, you share ideas with all class members. In an online discussion, you can expect that everyone in the class will read your messages.
- Avoid sarcasm and inappropriate language in your posts. This type of interaction does not translate well in this domain.
- Be respectful of your classmates and their opinions when you respond to posts. Each student may have different views and has the right to voice them.
- Use email to send a private message. Otherwise, all messages are considered public. Use a person’s name when you reply to a message. It helps to keep all of us oriented. It helps us maintain a clearer sense of who is speaking and who is being spoken to. As we begin to associate names with tone and ideas, we come to know each other better.

You may contact one another through the forum Forum: Questions and Answers located in the “Student Resources” section. Before you send me a question, I require that you first post your question on this forum - unless you have a personal or confidential matter. Why? I’m not online 24/7. Remember, it is likely that some of your classmates have the same questions and some of your classmates have the answers. This is the place to post a question about an assignment or if you need assistance. When you know the answer to another student’s question, please reply.

When taking an online course you must take the initiative to post questions in this forum if you do not understand the material. Don’t hesitate – probably 5 of your classmates have the same questions. My reply may not be instantaneous. You must learn to move on to other material while waiting for me to respond.
There are 3 kinds of students. There are students that make it happen, there are students that let it happen, and there are students that wondered what happened.” Therefore, make the most of this Student Discussion Forum.

I do not accept computer “excuses.”
(This includes, for example, using a smartphone rather than your laptop which leads to the inability to complete the quiz.) You are taking an online class. The course materials are available to you 24 hours a day, 7 days a week. **It is your responsibility to have access to a computer and backup your files.** What does this mean? Computer crashes, lost disk information, Internet access becomes unavailable, hardware/software difficulties, my children are on “vacation,” or going “out of town” do not constitute reasons for not completing assignments. Since I don’t accept computer excuses, make sure you have back-up computer sources (library, friend).

During the first week of instruction, I may drop any student who fails to participate in at least one assignment. During the remainder of the class, I may drop students if they fail to participate in the weekly assignments for over two weeks.

**GRADING**
A point system is used to evaluate assignments which are grouped into the following categories. Each of these categories contributes to your final course grade according to the following % weight:

- **Quizzes** = 25%
- **Video Questions** = 15%
- **Quick Writes** = 35%
- **Discussions** = 25%

**Late Assignments are not accepted past the final deadline for the week.**
Therefore do not procrastinate in completing assignments or delay in asking questions if you do not understand the assignment. Extra credit assignments are not available to make up for missing points or to improve your letter grade at the end of the course.

**STUDENT RESOURCES MODULE**
In our CANVAS classroom, there is a Student Resources module which contains guides, handouts, and helpful hints for being successful in this class. These will assist you to access the grading rubrics, navigate the forums, and understand the expectations for participating in discussions. You are expected to understand these guidelines.

**POLICY ON ACADEMIC DISHONESTY**
Familiarize yourself with the campus policy on cheating detailed in the College Catalog under Student Conduct Code, 5.6.19 Policy on Cheating.

Wikipedia, the free online encyclopedia, describes plagiarism as:

‘... the use of another person’s work (this could be their words, products or ideas) for personal advantage without proper acknowledgement of the original work with the intention of passing it off as your own. Plagiarism may occur deliberately (with the intention to deceive) or accidentally (due to poor referencing). It includes copying material from a book, copying-and-pasting information from the World Wide Web, getting family or friends to help with coursework – even copying answers from a fellow student during an examination is a form of plagiarism...”

**GETTING HELP**
West Valley College makes reasonable accommodations for persons with documented disabilities. College materials will be available in alternate formats (Braille, audio, electronic format, or large print)
upon request. Please contact the Disability and Educational Support Program at (408) 741-2010 (voice) or (408) 741-2658 (TTY) for assistance.
Need additional help? Contact the Tutorial Center. Call (408) 741 – 2038 for information.

SYLLABUS DISCLAIMER STATEMENT
I may make changes to the syllabus during the course. It is your responsibility to stay informed of these changes. If you have questions about this, you may contact me via e-mail. You may also wish to have a study partner whom you can contact if you have questions.

UNLAWFUL DISCRIMINATION/SEXUAL HARASSMENT
If you have a complaint or someone has shared information with you as a student or employee that is unlawful discrimination or sexual harassment, contact the Associate Vice Chancellor of Human Resources at West Valley-Mission Community College District, Human Resources Department at 408-741-2060. If the Associate Vice Chancellor of Human Resources is not available, contact the President of the college in which you attend or are employed. For West Valley College, contact the President’s Office at 408-741-2097.

STRESS MANAGEMENT
West Valley College students report that STRESS impacts their academic performance. Get a jump on Stress Management by seeking tips on: Getting Good Sleep; Ideas for “Brain” Food and Eating Well; Time Management, Concentration and Test-Taking Strategies; Realistic Relaxation Breaks
  ● Consider Personal Counseling to talk it out. Find this at WVC Student Health and other Support Resources!
  ● Health Services @ (408) 741 – 2027

WVM ALERT
We have a mass notification system which informs all users of emergencies via the mode you select (i.e. text, cell phone, email, work phone, home phone). Please sign up.

SUMMING IT UP – HOW TO SUCCEED IN THIS CLASS
1. Enter your CANVAS classroom and check your e-mail and discussion forums at least 2 – 3 times a week.
2. Ask questions before the assignment’s deadline.
3. Complete all assignments by the dates and times listed.
4. Plan your time carefully for all online and on-campus classes.
5. Purchase/have access to the required book and internet browser to complete this class.
6. Have a backup plan if your computer suddenly decides not to cooperate. Backup your data.
7. Have fun, work hard, and enjoy your online experience!