



**Eastfield College**  
**Social Sciences Division**  
**Fall 2018**  
**CDEC 1317.4132, CDA Training I**  
**Instructors:** Stanecia Roy, M. Ed.  
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**CLASS MEETING DATES:** This class meets on B days at Mesquite High School, 8:45 am – 9:55pm August 27 – December 13, 2018. This class will meet in K4 unless otherwise noted.

Appointment hours available: Call 972-882-7800 ext. 6509

**Instructor Response Time:** The best way to contact us is by email, students are also provided a app to reach teacher by text.

**Course Description:** Based on the requirements for the Child Development Associate National Credential (CDA). Topics on CDA overview, general observation skills, and child growth and development overview. The four functional areas of study are creative, cognitive, physical, and communication. (3 credit hours: 3 Lecture)

#### TEXTS

1. Valora Washington, *Essentials for Working with Young Children*, Council for Professional Recognition, 2013
2. Valora Washington, *Essentials Workbook*, Council for Professional Recognition, 2014
3. *The Child Development Associate National Credentialing Program and CDA Competency Standards, Preschool Edition*.  
Council for Professional Recognition

**COURSE OBJECTIVES:** Identify methods to advance physical and intellectual competence; describe the CDA process, develop general observation skills and summarize basic child growth and development; utilize skills in writing, speaking, teamwork, time management, creative thinking, and problem solving.

#### EVALUATION PROCEDURES:

Participation	25%
CSII Competency Statement	20%
Homework	40%
Activity file	15%

With each assignment, you have to prove to me, in words, your in-depth understanding of the contents of the course as described in the course description and learning outcomes. If you do just exactly what is described in the syllabus and assignments section, you will probably earn a "C". Higher grades require more in-depth thought and higher levels of understanding.

Homework is due on the date indicated on the course calendar. If circumstances prevent you from turning work in on time, you have one week to turn it in without penalty. Thereafter, one letter grade will be taken off for each class period it is late. The final exam is due on the last day of class and there is no grace period. Exceptions to this policy are at the discretion of the professor and will be considered only for major illnesses, surgery or family crisis. A grade of incomplete will only be given for a documented legitimate illness or family emergency that prevents you from completing your work. Even with such an emergency, you will still be expected to have completed 75% of all your assignments before an incomplete will be considered. Remaining work must be completed by the date agreed upon with the instructor.

### Assignments

#### **RC-II & CSII assignments as stated in the CDA 2.0 Competency standards book**

**Essentials Assignments:** Complete all the assignments within chapters related to Child Development, Observation, Physical, Cognitive, Communication and Creative.

**Activity File:** Using the activity forms provided, create a file containing 6 total activities: each of the activities must address the domains of: physical (small muscle, large muscle & balance/coordination), creative (art, music & dramatic play) & cognitive (science, sensory, math & problem solving) One activity should be for each of 3 ages: preschool 3, 4 & 5 or infant/toddler ages 0-8 mo., 9-18 mo., 19-36 mo. We will complete the 2 activity plans for Social and Emotional next semester.

#### ***Obtaining Final Course Grades Using eConnect***

Final Grade Reports are no longer mailed. Convenient access is available online at [www.econnect.dcccd.edu](http://www.econnect.dcccd.edu). Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your **Student Advising Report**, which is available in the Admissions Office.

#### **Certification of Participation:**

You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating to the course. In an online course, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above. Failure to do so will prevent you from being certified and will affect your financial aid.

#### **.Attendance Policy:**

If you are more than 15 minutes late for class, you will be marked tardy. Three tardies equal an absence. Absences are figured into your participation grade. The CDA Council requires that I document the number of hours of training you have on each of the eight CDA training areas. You must have a minimum of ten hours in each area. This means that you will be responsible for making up classes missed through topic related workshops or viewing topic related videos outside of class time. For example, if you miss the class that discusses parent involvement, you need to find 2.5 hours of training on that subject to make up the class. You are responsible for identifying and obtaining this make up training. You must show me evidence (certificate or written summary of the videos, etc.) that you have made up the work.

### **Academic Honesty Statement**

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct **published in the DCCCD Catalog at** <http://www1.dcccd.edu/cat0506/ss/code.cfm>

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. **Cheating** includes copying from another student's test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. **Plagiarism** is the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work. **Collusion** is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

### **Withdrawal Policy**

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar's Office by April 14, 2016. Failure to do so will result in your receiving a performance grade, usually an "F." If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a "W" (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar's Office at 972-860-7167 (Room C119), or contact the division office.

### **Classroom Etiquette**

Since every student is entitled to full participation in class without interruption, all students are expected to be in class and prepared to begin on time. All pagers, wireless phones, electronic games, radios, tape or CD players or other devices that generate sound must be turned off when you enter the classroom. (Disruption of class, whether by latecomers, noisy devices or inconsiderate behavior, will not be tolerated. Repeated violations will be penalized and may result in expulsion from this class.)

### **Institutional Policies**

<https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx>

**The instructors reserve the right to amend this syllabus as necessary.**