

George Mason University
College of Education and Human Development
Elementary Education

ELED 258 Section DL2
Children's Literature for Teaching in Diverse Settings

3 credits, Fall 2020

Tuesday, 10:30- 1:10 pm

Synchronous Online (Aug. 25, Sept. 1, 15, 22, Oct. 6, 20, Nov. 3, 10, 24, Dec. 1)

Asynchronous Online (Sept. 8, 29, Oct. 27, Nov. 17)

Faculty

Name: Charlene O'Brien

Office Hours: By Appointment

Office Location: Thompson Hall 1800B

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Email Address: cobrien@gmu.edu (weekday response within 36 hours)

Recommended Prerequisite:

C or better in ENGH 101

University Catalog Course Description

Introduces children's literature as a tool for working with children across a range of contexts, including early childhood and elementary classrooms. Explores multiple approaches and strategies for literature use in diverse settings with an eye towards format, genre, curricular connections, and overall utility.

Course Overview

This course broadly and deeply examines literature for children in preschool through Grade 6. The focus is on selecting and using appropriate books for children in a variety of diverse contexts including literature-based reading and content area instruction. In addition, students explore multiple instructional approaches and strategies for literature use in diverse settings.

This course fulfills the Mason Core Literature requirement and addresses the following learning outcomes:

- 1) Read for comprehension, detail and nuance
- 3) Analyze the ways specific literary devices contribute to the meaning of texts
- 4) Identify and evaluate the contribution of the social, political, historical, and cultural contexts in which literary text is produced

Course Delivery Method

This course will be delivered online (76% or more) using both synchronous and asynchronous formats via Blackboard Learning Management system (LMS) housed in the MyMason portal. You will log in to the Blackboard (Bb) course site using your Mason email name (everything before @masonlive.gmu.edu) and email password. The course site will be available on August 23, 2020. This course will also use a combination of Zoom, Blackboard Collaborate and google slides for synchronous online course delivery. Synchronous class sessions will include small/large group discussions and tasks, lecture, and student-led activities. A detailed schedule is included below.

Under no circumstances, may candidates/students participate in online class sessions (either by phone or Internet) while operating motor vehicles. Further, as expected in a face-to-face class meeting, such online participation requires undivided attention to course content and communication.

Technical Requirements

To participate in this course, students will need to satisfy the following technical requirements:

1. High-speed Internet access with standard up-to-date browsers. To get a list of Blackboard's supported browsers see: https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#supported-browsers

2. To get a list of supported operating systems on different devices see: https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support#tested-devices-and-operating-systems
3. Students must maintain consistent and reliable access to their GMU email and Blackboard, as these are the official methods of communication for this course.
4. Students will need a headset microphone for use with the Blackboard Collaborate or other required web conferencing tool.
5. Students may be asked to create logins and passwords on supplemental websites and/or to download trial software to their computer or tablet as part of course requirements.
6. The following software plug-ins for PCs and Macs, respectively, are available for free download:
 - Adobe Acrobat Reader: <https://get.adobe.com/reader/>
 - Windows Media Player: <https://support.microsoft.com/en-us/help/14209/get-windows-media-player>
 - Apple Quick Time Player: www.apple.com/quicktime/download/

Expectations

1. **Course Week:** Our course week will begin on the day that our synchronous meetings take place as indicated on the Schedule of Classes.
2. **Log-in Frequency:** Students must actively check the course Blackboard site and their GMU email for communications from the instructor, class discussions, and/or access to course materials five times/week. In addition, students must log-in for all scheduled online synchronous meetings.
3. **Participation:** Students are expected to actively engage in all course activities throughout the semester, which includes viewing all course materials, completing course activities and assignments, and participating in course discussions and group interactions.
4. **Technical Competence:** Students are expected to demonstrate competence in the use of all course technology. Students who are struggling with technical components of the course are expected to seek assistance from the instructor and/or College or University technical services.
5. **Technical Issues:** Students should anticipate some technical difficulties during the semester and should, therefore, budget their time accordingly. Late work will not be accepted based on individual technical issues.
6. **Workload:** Please be aware that this course is **not** self-paced. Students are expected to meet *specific deadlines* and *due dates* listed in the **Class Schedule** section of this syllabus. It is the student's responsibility to keep track of the weekly course schedule of topics, readings, activities and assignments due.
7. **Instructor Support:** Students may schedule a one-on-one meeting to discuss course requirements, content or other course-related issues. Those unable to come to a Mason campus can meet with the instructor via telephone or web conference. Students should email the instructor to schedule a one-on-one session, including their preferred meeting method and suggested dates/times.
8. **Netiquette:** The course environment is a collaborative space. Experience shows that even an innocent remark typed in the online environment can be misconstrued. Students must always re-read their responses carefully before posting them, so as others do not consider them as personal offenses. *Be positive in your approach with others and diplomatic in selecting your words.* Remember that you are not competing with classmates, but sharing information and learning from others. All faculty are similarly expected to be respectful in all communications.
9. **Accommodations:** Online learners who require effective accommodations to ensure accessibility must be registered with George Mason University Disability Services.

Learner Outcomes or Objectives

This course is designed to enable students to:

1. Read and comprehend the content of various kinds of children's books with attention to detail, nuance, and literary qualities and literary devices (INTASC 4) (**Mason Core Literature Outcomes 1 and 3**)
2. Plan for meeting the needs of diverse classroom populations including disabilities, SES, ethnicities and race, gender, and linguistic diversity. (INTASC 1, 2, 3)

3. Integrate children's literature across content areas (INTASC 1, 4, 5, 7)
4. Describe why learning communities and motivation are important and describe the major strategies for motivating students. (INTASC 1, 3, 5)
5. Identify genres in children's literature and collect, read, and categorize books based on these genres (INTASC 3, 4, 5, 7)
6. Engage in book discussion to deepen knowledge about and appreciation of children's literature in conjunction with language arts content standards and the historical and cultural contexts within which the literature is situated (INTASC 4, 5, 8) (**Mason Core Literature Outcome 4**)
7. Plan for and use various instructional strategies including presentation, direct instruction, concept teaching, cooperative learning, problem-based learning, and classroom discussion and adapt each to meet the needs of diverse students. (INTASC 8)

Professional Standards Upon completion of this course, students will have met the following professional standards:

INTASC (The Interstate Teacher Assessment & Support Consortium):

- **Standard #1: Learner Development.** The teacher understands how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and designs and implements developmentally appropriate and challenging learning experiences.
- **Standard #2: Learning Differences.** The teacher uses understanding of individual differences and diverse cultures and communities to ensure inclusive learning environments that enable each learner to meet high standards.
- **Standard #3: Learning Environments.** The teacher works with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
- **Standard #4: Content Knowledge.** The teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.
- **Standard #5: Application of Content.** The teacher understands how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
- **Standard #7: Planning for Instruction.** The teacher plans instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
- **Standard #8: Instructional Strategies.** The teacher understands and uses a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.

The Virginia State Teacher Education Licensure Regulations for Elementary Education:

- **Standard 1:** The use of differentiated instruction and flexible groupings to meet the needs of learners at different stages of development, abilities, and achievement.
- **Standard 2:** The use of appropriate methods, including direct instruction, to help learners develop knowledge and basic skills, sustain intellectual curiosity, and problem solve.
- **Standard 3:** The ability to utilize effective classroom management skills through methods that will build responsibility and self-discipline and maintain a positive learning environment.
- **Standard 4:** A commitment to professional growth and development through reflection, collaboration, and continuous learning.
- **Standard 5:** The ability to use computer technology as a tool for teaching, learning, research, and communication.

Required Texts and Other Materials

Schneider, J. J. (2016). *The inside, outside, and upside downs of children's literature*. Retrieved from http://scholarcommons.usf.edu/childrens_lit_textbook/

Additional required readings will be posted on Blackboard.

Recommended Texts

Kiefer, B.Z., & Tyson, C.A. (2010). *Charlotte Huck's children's literature: A brief guide*. New York: McGraw-Hill.

Course Performance Evaluation

****All assignments are to be completed and submitted via Blackboard by the date listed in the syllabus. Written work will not be accepted after the due date unless prior arrangements have been made with the instructor. Some work will also be shared in synchronous class sessions.**

Assignment and/or Evaluations:

Attendance and Participation (14 points)

This course is based on your active participation, exploration, and interaction with peers. Completion of all assignments and readings is essential for meaningful participation. You will complete an exit ticket at the end of each class where you self-evaluate your participation. This will include completion of the rubric and a narrative explanation and reflection on the class using the following prompts:

- 1) Something I did well this week was...
- 2) A goal for next week is...
- 3) A question I have is...or A comment I have is...

You will do this weekly in the Participation Journal in Blackboard. Please post by Sunday midnight for each week. See additional information under *Other Requirements* in Syllabus.

Self as Reader (10 points)

DUE September 7th

Our reading identity is formed over time as we choose and experience books to read. Selections may be based on our interests, preferences, academics, and biases. What we read shapes our thinking, perceptions, beliefs, and responses. Books fill our needs, teach us, and impact who we become.

- This assignment is designed to help us consider the powerful role literature can play in shaping young readers' identities by focusing on the young person we are most familiar with: ourselves.
- What book or books did you read as a child or young adolescent that helped you love reading? What made the book such a positive experience? Was there a particular character you identified with, a character you loved to hate, a book you didn't want to stop reading?
- Select **one of the following activities** from your reading life and write an essay:
 - Create a timeline of your history of reading- What reading experiences have been most influential in your life? How were you encouraged and discouraged to become a reader? What does the timeline reveal about your reading identity? What did you learn about yourself by creating your timeline?
 - Reread a book that you first read as a child or young adolescent. Begin your essay with 1-2 paragraph summary of the book, then develop your essay juxtaposing your identity and experience reading this book as a child or young adolescent with your identity and experience reading this book as an adult. What motivated you to read the book? What did you find most engaging about the book?
- Write a 3-4 page essay describing your timeline experiences or the book. Your essay should be personal, insightful, and should build a strong emotional response in your reader. ***This assignment is intended to be a personal and reflective piece rather than an academic or scholarly essay.***

Literature Circle (6 points)

Starts September 22nd

- As part of this class, you will participate in a literature circle with a group of peers in class (starts Sept 28th) over several weeks.
- You will select titles from historical fiction, contemporary realistic fiction, and modern fantasy genres. A suggested list may be provided in class.
- The object of this activity is to learn firsthand how literature can be shared among students in order to promote reading engagement and motivation, fluency, and comprehension with attention and discussion devoted to literary

devices, aspects of author language use (writer's craft), contextual elements needed for comprehension, as well as explore the social, political, historical, and cultural contexts within the text.

Midterm Exam (10 points)

DUE October 5^h

Online exam. Open notes. More information will be provided in class.

Text Set (10 points) Group Google Doc DUE Nov. 9th; Final Set in Blackboard Nov. 23rd; Class Share Nov. 24th

Your group will assemble books from a variety of formats and genres to create a cohesive set of 8 texts that align with a social justice issue of your group's choice (Racism, Feminism, LGBTQIA, Specific Cultural Groups, Immigration, Poverty, Homelessness, Trauma. Other ideas are considered with approval).

- Your text set could be used to help diverse learners learn more about a social justice issue through a specific collection of topic-related books.
- You will justify your Text Set, including the following information:
 - An overview explaining how your selections support learning about the issue
 - APA format of each book (author, publication year, title, publisher)
 - Brief synopsis (one paragraph per text) and analysis of each text (two-three paragraphs per text)
 - Analysis should address literary elements employed in the texts as well as political, historical, and cultural influences.
- You will bring at least one of your books to discuss with your group on Oct. 6th.
- Your group Google Doc with at least one book per person must be shared with me at ctobrien7@gmail.com by November 9th at 11:59 pm.
- The final Text Set with all 8 books will be uploaded to the Google Folder and to Blackboard Assignments by November 23rd by 11:59 pm and shared in class on November 24th

Book Analysis File (BAF) and Book Talks (20 points) –

DUE dates listed below

- You will create a bibliography of different genres of children's literature.
- You will include 1 book per genre. *Portions of this assignment will be submitted across the term.*
 - *Concept due Sept. 21st*
 - *Traditional Literature: Fables/folklore due Sept. 28th*
 - *Historical fiction (chapter book) due Oct. 5th*
 - *Biography/autobiography and Nonfiction/informational due Oct. 19th*
 - *Poetry due Nov. 9th*
 - *Fantasy/Science Fiction/Post Modern Fantasy due Nov. 16th*
 - *Contemporary realistic fiction (chapter book) due Nov. 23rd*
- You will have a total of 7 genres and 7 books.
- You will select three of the texts to share with classmates in a Book Talk.

Include the following information in your analysis for each book:

1. Author and Illustrator information, publication year, title, publisher (APA format)
2. Format & length of book
3. Book summary and critical evaluation. Include information regarding the specific literary qualities employed in the book. Critique using criteria specific to the genre. Identify and evaluate the contribution of the social, political, historical, and cultural contexts in which the text is produced and any author/illustrator information that adds to this context. This *must* be your own original work.
4. Book awards (if applicable)

Author Study (20 points)

Author Selection and outline/thesis DUE: Nov. 2nd; Paper DUE Nov. 30th

- You will select and research a children's author of picture books (who has written at least 5).
- You will closely read at least three of the author's works and analyze them for themes, content, and connections to classroom use, comparing titles through a critical literacy lens in order to examine:
 - How the author's craft has evolved over time
 - Variations of themes/content in the books

- Include a discussion of the contribution of the author’s use of specific literacy devices to contribute to the text’s meaning. Include a discussion of the social, political, historical, and cultural contexts in which the author’s work is produced, and how those contexts impact the potential for classroom use.
- You will submit a written paper (5-7 pages) describing findings, plus a bibliography of the books included in the analysis. In the case of author-illustrators such as Jan Brett, you will analyze illustrations and text together to note recurring motifs and artistic style along with themes, and content.
- You will share your author study in a brief presentation in class.

Final Exam (10 points)

DUE Dec. 15th

Other Requirements:

Attendance and Participation Expectations

This course operates with the assumption that knowledge is socially constructed and the most meaningful learning opportunities are those where you have the opportunity to offer and explore diverse perspectives with peers. To do this **it is expected that you attend all synchronous online meetings** outlined within the syllabus. Absence from class to observe a religious holiday, to serve jury duty, or to participate in required military service, and medical emergencies are exceptions to the above policy. If you anticipate being absent for any of these reasons, please make arrangements with instructor at least 48 hours in advance. In addition, **you are expected to be on time to synchronous class meetings**, unless 48 hour advance notice has been provided to the instructor.

You are expected to contribute to synchronous and asynchronous online discussions and activities as well as genuinely listen to peers as they do the same. In addition, **you are expected to be prepared for each class**, which means having completed all assigned readings and tasks for that class.

Your participation includes completion of all synchronous and asynchronous application activities. You will reflect on and self-assess your participation following each class session. You will keep a participation journal on Blackboard where you will complete an exit ticket at the end of each class. This will include completion of the rubric and a narrative explanation and reflection on the class using the following prompts:

- 4) My level of participation this class was...
- 5) A goal for next class is...
- 6) A question I have is...or a comment I have is...

	Unsatisfactory (0 pts)	Basic (1 pts)	Proficient (2 pts)	Distinguished (3 pts)
Participation/ Attendance	Absent from class.	The student is significantly late and/or is not prepared for class. The student does not actively participate in discussions.	The student is on time and generally prepared for class discussions. The student participates to an extent in group and class discussions.	The student is punctual and prepared for class. The student actively participates and supports the members of the learning group and the members of the class.

Work Timeliness Expectations

All assignments are to be completed by the date listed in the syllabus. Written work will not be accepted after the due date unless prior arrangements have been made with the instructor. All assignments must be submitted by 11:59 pm on the due date stated within the syllabus (see below) and should be submitted in the format indicated by the instructor in class.

All written papers are expected to be double-spaced, with 1” margins, and in 12-point font (Times New Roman, Calibri, or Arial). APA format is expected. If you do not have a 7th Edition APA manual, the OWL at Purdue is an excellent resource. <http://owl.english.purdue.edu/owl/resource/560/01/>

Please Note: The GMU Writing Center offers online support via email. They will provide feedback on your writing within one hour. Graduate and professional writing can be difficult; I encourage you to take advantage of this service. http://writingcenter.gmu.edu/?page_id=177

Note: I reserve the right to add, alter, or omit any assignment as necessary during the course of the semester. You will always receive advanced notice of any modifications.

Course Performance Evaluation Weighting: ELED 258

Course Outcomes	Requirements & Assignments	Points	Due Date
1-7	Participation	14	Ongoing
1,3,4,5,6,7	Self as Reader	10	Sept. 7 th
1-7	Literature Circle	6	Starts Sept. 22 th
1-7	Midterm exam	10	Oct. 5 th
1-7	Text Set and Reflection	10	Nov. 9 th (Google doc) Nov. 23 rd (Final set- BB, Google doc) Nov. 24 th (Share)
1,2,3,5,6,7	Book Analysis File (BAF) and Book Talks	20	Sept. 21 st , 28 th , Oct. 5 th , 19 th , Nov. 9 th , 16 th , 23 rd
1,2,3,5,6,7	Final paper - Author Study	20	Nov. 2 nd (Thesis/outline) Nov. 30 th (Study/Paper)
1-7	Final Exam	10	Dec. 15 th

- **Grading**

A = 95-100	B+ = 88-89	C+ = 78-79	D = 60-69	F = 0-59
A- = 90-94	B = 83-87	C = 73-77		
	B- = 80-82	C- = 70-72		

**Remember: A course grade of "C" is not satisfactory for an initial licensure course.*

Professional Dispositions

See <https://cehd.gmu.edu/students/policies-procedures/>

Class Schedule

Class/Date	Topics and Discussion Forum	Readings and Assignments (due no later than Monday 11:59 pm prior to class) Participation Journal due weekly- Sunday after class
Class 1 Tuesday August 25 10:30-1:10 Synchronous	Introductions Building classroom community History of Children's Literature Text Formats Critical Literary Analysis	Read: Syllabus Getting to Know You directions View: Class Blackboard Site Activity: Getting to Know You- Flipgrid

Class/Date	Topics and Discussion Forum	Readings and Assignments (due no later than Monday 11:59 pm prior to class) Participation Journal due weekly- Sunday after class
		DUE: Participation Journal (due on Sunday)
Class 2 Tuesday September 1 10:30-1:30 Synchronous	Building classroom community Anatomy of Picture Books Analyzing Illustrations for meaning Concept Books	Read: Syllabus <i>carefully</i> Schneider (text): Ch 1-3 Giorgis, C. (2011). Speaking from the Art, Ch. 4 Activity: Getting to Know You- Flipgrid View: DUE:
Class 3 Tuesday September 8 Asynchronous	Analyzing Picture Books Critical Inquiry: Identifying and evaluating social, political, historical, & cultural contexts in picture books Book Talks and Introductions	Read: Schneider: Ch 4-5 Picture Book Analysis View: Analyzing Picture Books PPT Activity: DUE: Self as Reader
Class 4 Tuesday September 15 Synchronous	Critical Inquiry: Read Aloud Traditional Literature	Read: Schneider: Ch 9 Gender Article: Singh, ERIC Digest Gender Roles Article: Mermelstein
Class 5 Tuesday September 22 Synchronous	Literature Circles Intro Historical Fiction	READ: Ch. Lit-Nick Kotek blog Uncoverthepast.org View: Historical Fiction PPT DUE: Concept Book BAF
Class 6 Tuesday September 29 Asynchronous	Literature Circles Non-fiction/Informational Biographies Identifying nonfiction text elements	Read: Schneider: Ch 11 View: Non-Fiction/Informational Texts PPT Zinn Education Project site (https://www.zinnedproject.org/) Activity: Lit Circle Discussion Forum Research topic area for Text Set DUE: Traditional Literature BAF Book Talk
Class 7 Tuesday October 6 Synchronous NO CLASS Oct. 13th	Multicultural Texts Critical Inquiry to Foster Equity Text Set Introduction	Read: Bishop, R.S. Mirrors, Windows, & Sliding Glass Doors Harris, V. (2007, November). In Praise of a Scholarly Force: Rudine Sims Bishop. <i>Language Arts</i> , 85(2), 153-158 Parsons, A. Interactive Reading is a SNAP Critical Lit: https://wiobyne.com/critical-literacy/ Activity: Bring Text Set selections DUE: Historical Fiction BAF Midterm Exam
Class 8 Tuesday October 20	Contemporary Realistic Fiction	Read: Horning, Ch.7 Fiction Ch. Lit-Nick Kotek blog

Class/Date	Topics and Discussion Forum	Readings and Assignments (due no later than Monday 11:59 pm prior to class) Participation Journal due weekly- Sunday after class
Synchronous	Identifying & evaluating social, political & cultural contexts in which texts are produced	Pen and the Pad website NCTE Teaching Children's Lit: Critical Inquiry to Foster Equity View: Multicultural PPT Activity: Lit Circle Discussion DUE: Informational/Biography BAF Book Talk
Class 9 Tuesday October 27 Asynchronous	Poetry Banned and Challenged Books Post Discussion responses	Read: Schneider: Ch 10, 12 View: Poetry PPT Banned and Challenged books PPT Activity: Poetry reading and responses Poetry recording and reflection
Class 10 Tuesday November 3 Synchronous	Fantasy/ Science Fiction	Read: Selected chapters TBD View: Fantasy/Sci Fi PPT Activity: Continue work on Text Set DUE: Author selection thesis and outline Book Talk
Class 11 Tuesday November 10 Synchronous	Author Study	Read: Picture Books by selected Author Schneider: Ch. 8 View: Author Study PPT Activity: Work Session- Author Study DUE: Poetry BAF Text Set on Google Doc Book Talk
Class 12 Tuesday November 17 Asynchronous	Critical Inquiry to Foster Equity Using our Text Set	Read: NCTE Teaching Children's Lit: Critical Inquiry to Foster Equity Activity: Picture Book Exploration & Reflection View: DUE: Fantasy/SciFi BAF Book Talk
Class 13 Tuesday November 24 Synchronous	Text Set Share Book Awards	Read: Schneider: Ch 4, 6 (pp 169-198) DUE: Contemporary Realistic Fiction BAF Text Set
Class 14 Tuesday December 1	Share Author Study in small groups	Read: View: Author Study Presentations

Class/Date	Topics and Discussion Forum	Readings and Assignments (due no later than Monday 11:59 pm prior to class) Participation Journal due weekly- Sunday after class
Synchronous		DUE: Author Study
Tuesday December 15	Final Exam	

Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

Core Values Commitment

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles:

<http://cehd.gmu.edu/values/>.

GMU Policies and Resources for Students

Policies

- Students must adhere to the guidelines of the Mason Honor Code (see <https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing (see <http://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>)
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to Tk20 should be directed to tk20help@gmu.edu or <https://cehd.gmu.edu/aero/tk20>. Questions or concerns regarding use of Blackboard should be directed to <http://coursessupport.gmu.edu/>.
- For information on student support resources on campus, see <https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking: As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/students/>.

Please read COVID Syllabus Addendum in Blackboard (Syllabus tab)

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/students/>.

SAFE RETURN TO CAMPUS AND REMOTE LEARNING GUIDANCE FOR STUDENTS ENROLLED IN CEHD COURSES

Both a Safe Return to Campus and Successful Remote Learning Depend on YOU.

All students are required to take Safe Return to Campus Training prior to visiting campus: it is, however, recommended for all Mason students. Training is available in [Blackboard](#).

Students are required to follow the university's public health and safety precautions and procedures outlined on the university [Safe Return to Campus webpage](#)

All students in face to face and hybrid courses must also complete the Mason COVID Health Check daily, seven days a week.

- You may not come to class if you receive a Yellow or Red email response to the Mason COVID Health Check.
- You may only come to class if you receive a Green email response to the Mason COVID Health Check.
- If you suspect that you are sick or have been directed to self-isolate, quarantine, or get testing do not go to class.
- Faculty are allowed to ask you to show them that you have received a Green email and are thereby

permitted to be in class.

Disability Services: Students unable to participate in a course in the manner presented, either due to existing disability or COVID comorbidity risk, should seek accommodations through the Office of Disability Services.

Campus Closure: If the campus closes or class is canceled due to weather or other concerns, students should check Blackboard, Mason email, or the Mason website for updates on how to continue learning and information about any changes to events or assignments.

Participation and Make-up Work: CEHD instructors will work with students to find reasonable opportunities to make up class work or assignments missed due to documented illness. Begin by contacting your instructor for guidance. For further assistance, students may contact their program and the CEHD Office of Student and Academic Affairs (cehdsaa@gmu.edu).

Technology Requirements:

- Activities and assignments in CEHD courses regularly use the Blackboard learning system. Students are required to have regular, reliable access to a computer with an updated operating system (recommended: Windows 10 or Mac OSX 10.13 or higher) and a stable broadband Internet connection (cable modem, DSL, satellite broadband, etc., with a consistent 1.5 Mbps [megabits per second] download speed or higher).
 - Additionally, CEHD course activities and assignments may regularly use web- conferencing software (Blackboard Collaborate / Zoom). In addition to the requirements above, students are required to have a device with a functional webcam and microphone. In an emergency, students can connect through a telephone call, but video connection is the expected norm.
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Course Materials and Student Privacy:

- All course materials posted to Blackboard or other course site are private; by federal law, any materials that identify specific students (via their name, voice, or image) must not be share with anyone not enrolled in this class.

- Video recordings of class meetings that include audio or visual information from other students are private and must not be shared.
 - Live Video Conference Meetings (e.g. Collaborate or Zoom) that include audio or visual information from other students must be viewed privately and not shared with others in your household.
 - Some/All of your CEHD synchronous class meetings may be recorded by your instructor to provide necessary information for students in this class. Recordings will be stored on Blackboard [or another secure site] and will only be accessible to students taking this course during this semester.
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Testing with LockDown Browser:

CEHD courses may require the use of LockDown Browser and a webcam for online exams. The webcam can be built into your computer (internal webcam) or can be the type of webcam that plugs in with a USB cable (external webcam). Information on installing and using LockDown Browser may be found [here](#).

You will need the following system requirements for online exams:

- Windows: 10, 8, 7
- Mac: OS X 10.10 or higher
- iOS: 10.0+ (iPad only)
- Must have a compatible LMS integration
- Web camera (internal or external) & microphone
- A reliable internet connection
- Prior to your first exam, you must install LockDown Browser following the step-by-step instructions linked above

To ensure LockDown Browser and the webcam are set up properly, do the following:

- Start LockDown Browser, log into Blackboard and select your course
- Locate and select the Help Center button on the LockDown Browser toolbar
- Run the Webcam Check and, if necessary, resolve any issues or permissions your computer prompts
- Run the System & Network Check. If a problem is indicated, see if a solution is provided in the Knowledge Base. Further troubleshooting is available through the ITS Support Center.
- Exit the Help Center and locate the practice quiz
- Upon completing and submitting the practice quiz, exit LockDown Browser

When taking an online exam that requires LockDown Browser and a webcam, remember the following guidelines:

- Ensure you're in a location where you won't be interrupted

- Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach
- Clear your desk of all external materials not permitted — books, papers, phones, other devices
- Before starting the test, know how much time is available for it, and that you've allotted sufficient time to complete it
- Remain at your computer for the duration of the test. Make sure that your computer is plugged into a power source, or that battery is fully-charged
- If the computer or networking environment is different than what was used previously with the Webcam Check and System & Network Check in LockDown Browser, run the checks again prior to starting the test

To produce a good webcam video, do the following:

- Do not wear a baseball cap or hat with a brim that obscures your face
- Ensure your computer or tablet is on a firm surface (a desk or table). Do NOT have the computer on your lap, a bed, or any other surface where the device (or you) are likely to move
- If using a built-in (internal) webcam, avoid tilting the screen after the webcam setup is complete
- Take the exam in a well-lit room and avoid backlighting, such as sitting with your back to a window
- Remember that LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted