**Course Information**

**Course Title:** Lifespan Growth and Development

**Course Prefix & Number:** PSYC 2314

**Semester & Year:** Summer I 2019

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| **Instructor Information** |

 **Instructor’s Name:** Luanne C. Jacobs, MS, LCDC.

**Office Location and #:** Not on campus. Call, text or email me.

**Office Phone:** (903)278-6418 Cell

**Email:** luanne.jacobs@texarkanacollege.edu

**Office Hours: available by phone or email**

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| **Course Description** |

The study will concern the physical, mental, and emotional characteristics of the individual from conception throughout the lifespan. Specific topics will include: basic theories and research in developmental psychology; parent-child relationships; identification, peer relations; self-concepts; language learning, perceptual and cognitive development. Course will give special focus to crises which occur as persons live out their lives.

 **Pre/Co-requisite - none**

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| **Textbook & Course Materials**  |

**Required Text:** Discovering the Lifespan by Robert Feldman, 4th Ed.

No Labs of any kind are required for this course. All work will be done through My TC page and NOT Moodle.

**Microsoft Office:** Texarkana College offers Office 365 to students. Download instructions can be located at <https://www.texarkanacollege.edu/helpdesk/install-office-2013>.

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| **Computer Requirements** |

 **Access:** This is an online course. You will need to have access to a computer. If you do not
 have access to a computer off campus, there are computers located in the Palmer Memorial
 Library that may be used by students. It is best if you have high speed internet access. If you
 have Dial-up, it may be difficult to download videos and other materials.

 **Operating System:**

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| http://www.recoverdatas.com/wp-content/uploads/2013/11/Windows-icon.pngWindows Operating System  | https://encrypted-tbn3.gstatic.com/images?q=tbn:ANd9GcT9jIooRHiPI8Ex8KPn3TFWgq34zum4fImzoGWSpMLklYbmgfh7vRMpFrIMac OS X Operating System  |
| **Minimum System Requirements**  | **Minimum System Requirements**  |
| Operating System: | Windows XP | Operating System: | OS X 10.6 (Snow Leopard) |
| Processor: | 1.7 GHz | Processor: | 1.83 GHz |
| RAM: | 1 GB | Memory: | 1 GB |
| Browser: | Firefox 4.0Internet Explorer 8 | Browser: | Firefox 4.0Safari 4.0 |

 **Computer Hardware Requirements**:

* Internet Access: High speed internet connection such as
 cable modem or DSL
* Processor: 2GHz processor
* Memory: 1GB RAM; 4 GB free hard drive space
* Some courses and/or assignments may require the use of a webcam.
* The learning management system is optimized for desktop displays; tablet and smartphone users should use the Mobile Apps. **Always** use a wired desktop or laptop to take you quizzes and exams on.

 **Browser:** Texarkana College’s Learning Management System (Moodle) suggests that students
 use the most current version of the Firefox browser. You can download Firefox by going to
 [https://www.mozilla.org/en-US/**firefox**/new/](https://www.mozilla.org/en-US/firefox/new/) .

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| **Student Learning Outcomes: By the end of the course students will be able to:** |

understand in general terms the major concepts of lifespan psychology.

identify the connections between the mind and body.

have general understanding of major developmental theories & associated environmental factors.

understand the appropriate application of psychological principles in daily life.

to engage in creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information (Critical Thinking Skills).

to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities (Social Responsibility).

demonstrate effective development, interpretation and expression of ideas through written, oral and visual communication(Communication Skills).

**Communication between Instructor and Student**

**All communication in the course will be conducted through email, telephone, text or the forum within the class page. I will usually respond to emails within 24-48 hours.  If you have not received a reply within that time limit, please resend. All email communications must be through your TC email account and MUST include your course number in the subject line. This is very important as I have a large amount of students in different classes.**

Feel free to send me a text anytime or call me any time before 10:00p.m. You may leave a message if I don’t answer and I will get back to you. While email is the preferred method of communication, I realize sometimes you need clarification of something so I will gladly speak or text clarification whichever works best. If needed you can make appointment to be sure I’m available. This is very important in this online class since I’m not on campus.

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| **Grading** |

 **Online Issues: This is not a self-paced class.** An online course covers the same material as traditional “live” sections. You have flexibility in determining WHEN you work on the class material, but there are regular and specific deadlines for assignments. Be sure to keep up with the timing. In this online course you may not have to be physically present at a particular place and time as in a traditional class, but it does not demand less time or effort. In fact, online classes tend to take MORE time and discipline than fact-to-face classes. I expect you to check your TC email once every 48 hours at a minimum, including weekends. This means that you will need to make sure that you have some way to be able to use the internet regularly. Have a backup plan in case your home computer/internet connection goes down. **Texarkana College is not responsible for issues related to your computer or internet service. Problems with your computer or internet service is not an excuse for completing your assignments by their deadline. Therefore, it is in your best interest NOT to wait until the deadlines are looming before you begin an assignment or exam.**

**Grading Scale:**

 A = 90-100
 B = 80-89
 C = 75-79
 D = 70-74

 F = Below 70

**Student Assessment**

 Your final grade for this course will be determined by the following method:

 **The enrollment activity counts 5%, chapter quizzes count 20 %, Forum questions count 20%, Enrichment activities count 25%, and your final paper which will count as your final exam 30 %.**

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| **Activities/Assignments** |

 **Forum Posts:** The discussion forum provides you with an opportunity to interact with

 each other and with me. Think of it as though you are raising your hand in class.

 There will be (2) responses, (1) will be to me on follow up question and the other to other

 classmates. This is required in order to get full credit for the assignments. Here is the

 breakdown for grades on these:

 Done correctly with a post and two responses = 100

 Post and 1 reply = 85

 Post but no response at all = 80

 Late = 70

 No post at all = 0

 **Weekly Quizzes:** You will have quizzes over chapters in your text.

 Each quiz consists of 20 questions. Weekly quizzes have a time limit of 45 minutes. If

 You have an emergency; you need to contact me directly. Otherwise, points will be

 taken off your grade if these are completed late.

. **Enrichment activities:** These will be videos and other questions that I bring in to add to

 Your learning experience in the class and will count as part of your grade.

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 **Final Exam:** See Term Paper. This will serve as your Final Exam Grade

 **Term Paper:** You will find detailed instructions under Final Exam in Course.content..

 ALL DUE DATES ARE POSTED IN THE COURSE LINKS.

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| **Proctored Exams** |

There is no need for this in this course since all work is available on the class page.

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| **Absentee Policy** |

Because you do not come on campus and sit in a classroom, attendance is determined by your ACTIVE participation and communication in the course. Make sure that you log in frequently, participate in your course activities and discussions, and check your TC email regularly. Just because you log in doesn’t mean you are counted here unless you answer the weekly attendance emails that I will send out. Students who succeed in online classes keep a schedule just as they would if they were attending class on campus, and they communicate with one another and their instructor frequently. Attendance is vital to your success. Check TC email and announcements on class page at least three times per week.

A student should not stop attending a class without formally withdrawing from the course by the institutions published Last Day for Students to Drop. If a student stops attending class after the published Last Day for Students to Drop, the student **may** receive a grade of “F” in the class.

## You must check in with me each week so I can count your attendance. I will send out roll call starting Friday to help get you checked in. Logging into the page alone doesn’t count as a check in. If I don’t see communication from you, then it will be counted as an unexcused absence. You are only allowed three (3) absences. After that you will be dropped from the course.

**NOTICE**

Withdrawal from a course(s) **may** affect a student’s current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short- and long-term consequences of a withdrawal.

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| **Make-up Policy** |

In this online course, deadlines are spaced in such a way that there should be no need for make-ups. If you know you will be away from a computer a certain week, you are expected to work ahead. Because you have been given ample notice, the burden is on you to complete the material on time.

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| **Academic Dishonesty Policy** |

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, col­lusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”.

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the TC Catalog/Student Handbook at <https://texarkanacollege.edu>.

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| **Disability Act Statement** |

 Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3349, or go by his office located in the Palmer Memorial Library. If you have an accommodation letter from his office indicating that you have a disability which requires academic accommodations, please present contact Tonja Blasé (903)823-3349, Director of Retention and Disabilities Services and she will send me the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

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| **Financial Aid** |

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

**Basic Needs Security Statement**

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blase, Director of Student Retention, at 903.823.3349 for support. Furthermore, please notify the professor if you are comfortable in doing so.

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| **Complaint Process** |

The complaint process can be found at <https://www.texarkanacollege.edu/wp-content/uploads/2014/11/online-classes-complaint-procedure.pdf>.

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| **Netiquette** |

“Netiquette” is the term used to describe rules of courtesy in using electronic communication. These rules are intended to help use the medium effectively and considerately. The ideas below are intended to help with electronic class discussion.

When communicating in an online course you are addressing a group of people. The following guidelines will help you to communicate effectively.

* Don’t say things that you wouldn't say in a face-to-face environment, or in any public place.
* Don’t share confidential information.
* Use the subject line to identify the content of the message.
* Stay up-to-date on forum postings by reading them regularly.
* Always comply with copyright by citing your references when posting online content.
* Use individual e-mail for messages to individuals rather than tying up the group list.
* Do not forward emails or discussion forum postings without asking permission to from the original author.
* Electronic communication does not provide visual cues, such as smiles or frowns that face-to-face communication allows. Therefore, humor and/or sarcasm in written text might be misunderstood and interpreted as rude or inflammatory in the online environment. Choose your words carefully to avoid hurting, or angering anyone. Should emotions become inflamed, do not promote the anger. Take a cooling down period, perhaps overnight, before you engage in the online activity again.
* Avoid using all capital letters in your text. This is considered ‘shouting’ in the online classroom.
* Aim for clarity and readability in your text.
* Use proper English and remember to spell check.
* If you do not understand the assignment’s directions or the posts of your classmates don’t be afraid to ask for clarification.
* The online classroom is a community of learners. Participate actively in the community and reach out to your classmates with a helping hand.

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| **Technical Assistance** |

Texarkana College offers students several ways to access technical assistance for IT issues as well as their Moodle classrooms.

Help Desk Link from TC's main webpage: <https://www.texarkanacollege.edu/helpdesk>
Phone: 903-823-3030
Email: helpdesk@texarkanacollege.edu

**Jenzabar Issues**

TC Online Web Page: <https://www.texarkanacollege.edu/online>
Kirby Fowler:
     Email:  kirby.fowler@texarkanacollege.edu
 Phone: 903.823.3392

Rusty Hatchett:
     Email: harold.hatchett@texarkanacollege.edu
     Phone: 903-823-3053

This syllabus is subject to change by the instructor. Updates will be posted if necessary.