



CCC140 Collection File I Syllabus

Course Information

Credits	1
Campus	Washburn Institute of Technology
Address	5724 SW Huntoon
City/State/Zip	Topeka, Kansas 66604
Office Fax	785-273-7080

Description

This course requires assembling a portfolio of various activities that can be used as teaching tools in the center. The method of instruction will utilize the resource library and various web sites. Assessment of the course includes written and assigned activities.

Textbooks

none

Student Learning Outcomes:

- A. Communicate effectively
- B. Integrate technology
- C. Learn effectively
- D. Demonstrate cooperative teamwork skills
- E. Apply safety in the workplace
- F. Think critically and creatively
- G. Demonstrate responsible work ethics

Competencies

1. Uses resources (electronic and print) to locate break-away activities (songs/fingerplays).
2. Uses resources (electronic and print) to locate nutritional snacks.
3. Develops a picture file suitable for use with toddlers.
4. Creates flannel board stories/magnet board stories/folder stories.
5. Creates original board games for use with preschoolers.
6. Creates file folder games for use with toddlers and preschoolers.
7. Writes and creates puppets for original puppet stories.
8. Creates bulletin boards which creatively incorporate children's names, pictures, or works.
9. Creates a storytelling file.
10. Organizes materials in a logical way for ease of use.

Guidelines for Success

Assessment Plan

Assessment is an integral part of the educational process at Washburn Tech and accurate feedback is an important tool in continuously improving the institution's technical programs. Students can expect to participate in assessment activities prior to entry into programs, within specific courses and following program completion for specific fields of study.

GRADING CRITERIA

Grades are earned using a point system. Grade percentage is determined by calculating number of points earned divided by the number of points available. Points are earned for daily assignments and quarterly projects.

Grading Scale

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59%-Below	F

Attendance

This course is completed by the student's determined timeline or when he/she is finished with assignment. Attendance is not taken.

Disability

The Special Support Services (SSS) Office is responsible for assisting in arranging accommodations and for identifying resources at Washburn Institute of Technology for persons with disabilities. Qualified students with disabilities MUST register and provide documentation with the office to be eligible for services. New requests for accommodations should be submitted two months or more prior to the date services should begin; however, contact the SSS Office as soon as a need may arise. Depending on the accommodation request, four to eight week lead time may be needed for timely and effective provision of services. SSS coordinates and assist in arranging services it deems appropriate of eligible students on a case-by-case basis.

If you are a student with a disability that may substantially limit your ability to participate in this class and believe you will need accommodations, it is your responsibility to contact:

Special Support Services Coordinator

Phone: 785-228-6356

E-Mail: ssscoordinator@washburn.edu

