



**Text and Lectures.** You are assigned almost the entire Dehart et al. text to read. You are also assigned the entire Delcampo and Delcampo text to read. The tentative schedule tells you more specifically when to read the chapters. Lectures and multi-media presentations will supplement the text and will not necessarily follow along with the chapters.

**Exams.** There will be **THREE** multiple-choice exams. The three examinations will cover the assigned readings in the text, lectures, multi-media presentations, and student presentation. Exams will consist of multiple-choice questions and will assess your command of facts as well as your ability to **APPLY CONCEPTS**. Scan-tron sheets will be used for testing so be sure to come to each test with a pencil. If you are ill or have some other documentable, legitimate reason for missing an exam (see excused absences below), you may be permitted to take a make-up. However, you **must** notify me **NO LATER THAN 9:00 A.M.** the day of the exam (or earlier, see excused absences) or you will get **NO CREDIT FOR THE EXAM.**

During exams, you will only be permitted to have pens, pencils, and erasers at your desk. Please leave refreshments, book bags, and other materials in the front of the classroom or do not bring them at all. Turn off all cellular phones and beepers and please do not wear hats. You **may not leave the room** during an exam.

**Makeup Exam Procedures:** On the Sarasota campus makeup exams are only administered on four predetermined dates and times during each semester. These dates and times cannot be altered for your individual schedule – **NO EXCEPTIONS**. Therefore, if you qualify for a makeup exam make sure to see Dr. Ruva ASAP to schedule your exam.

**Excused Absences** will be given for **illness** only with a **doctor's excuse** (*this illness must be severe enough to prevent you from taking the exam – Your instructor alone will determine if your illness meets this criterion*), for the death of an immediate family member, for school sanctioned functions, or for observance of religious holy days. Doctor's excuse require that the student fill out a "Verification of Visit" form at the health center. Something similar should be done for students using private physician services and must state specifically what the illness was and the date/s of the illness. Death of an immediate family member requires a copy of the death certificate. Students who anticipate the necessity of being absent from class due to the observation of a major religious observance or a school-sanctioned event **must provide notice of the date(s) to the instructor, in writing, by the second class meeting**. If no notice is given the student will get no credit for the exam.

**Cheating** - **DON'T!!** Academic dishonesty will result in an "FF" for the course and a recommendation for disciplinary action by USF.

**Presentations and Papers.** Each student is required to give a **PRESENTATION** on one of the issues debated in the DelCampo and Delcampo text. There are 2 sides to each issue. Therefore, for the presentation each student will be assigned to either the "Yes" or "No" side of the issue and will be presenting with another student. **Sign up** for the issues will take place during the **second class meeting**. Those students who are not in attendance on that day will be assigned an issue by your professor. Students are also required to write a **PAPER** on their assigned issues that covers both sides of the debated issue. A detailed description of the presentation and issue paper requirements will be distributed by the 2<sup>nd</sup> class meeting. Issue papers are due no later than the beginning of class **March**

**26<sup>TH</sup>**. The first set of presentations will take place on **March 5<sup>TH</sup>**. See the tentative outline for lectures and readings below to locate your presentation date.

**Academic Honesty.** Academic honesty is an essential component of the academic process. Both students and faculty are expected to “live up to the highest ethical standards with respect to the origin of ideas, the accuracy of data, and like matters” (Bryant, 2002).

**Academic Dishonesty:** Per the USF Undergraduate Catalog (p. 47-49) Academic Dishonesty includes **PLAGIARISM**, which is defined as:

“literary theft and consists of the unattributed quotation of the **exact words** of a published text, or the unattributed borrowing of **original ideas by paraphrase** from a published text. On written papers for which the student employs information gathered from books, articles, web sites, or oral sources, each direct quotation, as well as **ideas and facts that are not generally known to the public at large, or the form, structure, or style of a secondary source** must be attributed to its author by means of the appropriate citation procedure.”

**Plagiarism Detection:** The University of South Florida has an account with an automated plagiarism detection service which allows instructors to submit student assignments to be checked for plagiarism. Your papers will be submitted through **Safe Assign**. Assignments are compared automatically with a huge database of journal articles, web articles, and previously submitted papers. The instructor receives a report showing exactly how a student's paper was plagiarized. **Any plagiarism in this course will result in an “FF” for the class and a recommendation for disciplinary action by USF SM.**

**Grading.** Grading for this course will be on an accumulated point scale as follows: Exams 1 through 3 are worth **100** points each and the Presentation and Paper are worth a total of **100** points. Therefore, the total possible points a student can earn in the class (not including extra credit) is **400**.

A = 364+    A- = 352-363    B<sup>+</sup> = 340-351    B = 324-339    B<sup>-</sup> = 312-323    C<sup>+</sup> = 300-311  
C = 284-299    C<sup>-</sup> = 272-283    D<sup>+</sup> = 260-271    D = 244-259    F = 243 and below

<u>COURSE WORK</u>	<u>PERCENT OF TOTAL POINTS</u>
Paper & Presentation	25%
Exams	75 %

**MARCH 24<sup>TH</sup> IS THE LAST DAY TO WITHDRAW WITHOUT ACADEMIC PENALTY**

**Extra Credit.** I will accept up to **10 extra-credit points** from the Psychology Department's sponsored research studies. You are responsible for signing up for experiments and monitoring your extra-credit points. Note that failure to attend experiments, for which you have signed up for, will result in **NEGATIVE POINTS** unless you cancel your appointment prior to your scheduled time. Also note that most of these experiments will take place in Tampa. Sign up for these research studies can be found on the web at the following address: <http://usf.sona-systems.com/>. For more information on this opportunity and a description of your rights and obligations as a research participant you can visit the following web site: <http://psychology.usf.edu/links/participate/>. Other in-class extra-credit opportunities may be given, but students must be in class on the day the assignment is offered.

**Student Responsibilities.** Every student is responsible for all materials in assigned readings, on the course websites (i.e., textbook, Dr. Ruva's, and Blackboard), and provided in class. Students are

expected to come to class on time and prepared which means that reading assignments have been completed so that each student can actively participate in class. Students are also responsible for accessing their Blackboard accounts for this course and the course website on a regular basis (at least once per week). Students are also responsible for reading and replying to all of Dr. Ruva's e-mails. Therefore, make sure you check your USF e-mail account regularly (at least once per week).

I strongly suggest that you get the names and phone numbers of at least 2 classmates. This will be helpful in forming study groups, getting help on assigned readings and clarifying lecture content.

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Name \_\_\_\_\_ Phone # \_\_\_\_\_

### Other Policies and Procedures

**Be sure to check your USF email regularly for class announcements.**

**How to login to your USF email:**

1. Login to blackboard via <https://mysites.usf.edu/default.aspx>
2. Stay on the Welcome screen
3. Click the link to "google mail." This will take you to your USF mail.

**If you require technical assistance, please contact the USF Help Desk:**

[E-mail us at help-ac@usf.edu](mailto:help-ac@usf.edu)  
Or call 813-974-1222 or 1-866-974-1222.

**Blackboard use.** Blackboard will be used to post student grades, post assignments, post presentation and paper information, for emailing students, and for broadcasting announcements by Dr. Ruva. Students are expected to check their email frequently (every other day at a minimum) and to respond to emails from Dr. Ruva in a timely fashion. Students are also responsible for checking Blackboard on a bi-weekly basis for class announcements.

- New student should use the Blackboard tutorials:
  - [http://www.sarasota.usf.edu/Academics/DE/current\\_students.php](http://www.sarasota.usf.edu/Academics/DE/current_students.php)
- Students needing technical assistance with Blackboard should use the following resources:
  - Live online help: <http://usfsupport.custhelp.com/cgi-bin/usfsupport.cfg/php/enduser/chat.php>
  - Toll-free Helpline: 866-974-1222

**Disabilities Accommodation.** Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact Information: Pat Lakey, Coordinator, 941-359-4714, [plakey@sar.usf.edu](mailto:plakey@sar.usf.edu), [www.sarasota.usf.edu/Students/Disability/](http://www.sarasota.usf.edu/Students/Disability/)

**Academic Disruption.** The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the catalog: [www.ugs.usf.edu/catalogs/0607/adadap.htm](http://www.ugs.usf.edu/catalogs/0607/adadap.htm). Occurrences of academic disruption should be addressed by the professor (depending on the situation, the student may be asked to leave or security may be called). Following the incident, the professor should establish with the student terms for continued course participation, and the

professor should also submit a report to the dean. The consequences to the student can range from an administrative reprimand to suspension from USF.

**Cell Phones & Personal Electronic Devices.** Any personal electronic devices (e.g., cell phones, smart phones, or tablets) other than notebook or laptop computers are to be **TURNED OFF AND PUT AWAY** before the beginning of class. Failure to comply could result in the student being asked to leave the classroom and thus loss of credit for any assignments due that day.

**Note Taking & Recording.** You are encouraged to take notes on the lectures and are permitted to tape-record class sessions for your own use. However, you are not permitted to take notes or tape-record for purposes of sale or distribution. Failure to comply with this rule will result in referral to the Student Affairs Disciplinary Office.

### **Emergency Preparedness**

- It is strongly recommended that you become familiar with the USF Sarasota-Manatee Emergency Action Plan on the Safety Preparedness site <http://www.sarasota.usf.edu/facilities/SafetyPreparedness.php>
- **Fire Alarm Instructions:** At the beginning of each semester please note the emergency exit maps posted in each classroom. These signs are marked with the primary evacuation route (red) and secondary evacuation route (orange) in case the building needs to be evacuated.
- **Contingency Plans:** In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Blackboard, Elluminate, Skype, and email messaging and/or an alternate schedule. It's the responsibility of the student to monitor Blackboard site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Safety Preparedness Website for further information.  
<http://www.sarasota.usf.edu/facilities/SafetyPreparedness.php>

**TENTATIVE OUTLINE FOR LECTURES AND READINGS  
DEVELOPMENTAL PSYCHOLOGY (DEP 4053)**

<b>Date</b>	<b>Topics</b>	<b>Assigned Readings</b>
1/09	Theories, Methods, & Major Issues of Development	Chapters 1 & 2
1/16	NO CLASS: Martin Luther King Jr.'s Day	
1/23	Genes & Developmental Context	Chapter 3
1/30	First Adaptions in Infancy	Chapter 4
2/06	Infant Cognitive Development	Chapter 5
2/13	<b>EXAM 1 (Chapts. 1, 2, 3, 4, &amp; 5)</b>	
2/20	Infant Social and Emotional Development	Chapter 6
2/27	Toddler Cognitive Development	Chapter 7
3/05	Toddler Social & Emotional Development <b>PRESENTATIONS OF ISSUES 1 – 4: All students are assigned these Chapters to read.</b>	Chapter 8
3/12	<b>SPRING BREAK – ENJOY!</b>	
3/19	Preschool/Early Childhood Cognitive Development	Chapter 9
----- MARCH 24 <sup>th</sup> IS THE LAST DAY TO WITHDRAW WITHOUT ACADEMIC PENALTY -----		
<b>----- ISSUE PAPERS DUE NO LATER THAN THE BEGINNING OF CLASS ON MARCH 26<sup>TH</sup> -----</b>		
3/26	Preschool/Early Childhood Social & Emotional Development <b>PRESENTATIONS OF ISSUES 5 – 8: All students are assigned to read these issue Chapters. ISSUE PAPERS DUE at the BEGINNING OF CLASS</b>	Chapter 10
4/02	<b>EXAM 2 (Chapts. 6, 7, 8, 9, &amp; 10 and Issues 1-8)</b>	
4/09	Middle Childhood Cognitive, Social & Emotional Development	Chapters 11 & 12
4/16	Adolescent Physical & Cognitive Development <b>PRESENTATIONS OF ISSUES 9 – 14: All students are assigned these Chapters to read.</b>	Chapter 13
4/23	Adolescent Social & Emotional Development <b>PRESENTATIONS OF ISSUES 15 – 17: All students are assigned to read these issue Chapters.</b>	Chapter 14
4/30	<b>FINAL EXAM (Chapts. 11, 12, 13, &amp; 14 and Issues 9-17): 12 pm to 2:00 pm</b>	