

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title:

EDUC 101 Introduction to Paraeducation

Number of credits: 1

Course Description:

This course provides an overview of the field of paraeducation. Topics include roles and responsibilities of a paraeducator, professional and ethical conduct, creating a positive and safe learning environment, understanding the diverse needs of students, interacting with families, and working collaboratively as a part of a team.

Pre-/Co-requisites: None.

Course Objectives:

Upon completion of this course, students will be able to:

Make connections between national and state laws and the field of paraeducation.

Identify specific standards related to the roles and responsibilities of a paraeducator.

Define supervision and management skills that are utilized in the classroom.

Recognize characteristics of special population learners and implement effective learning strategies.

Develop an effective communication strategy with families and other education personnel.

Explore career opportunities related to the paraeducation field.

Instructor: Tanya R. Mooney, MEd.

Office: Thatcher 2213

Office Hours: Online.

Email: Course email system.

Lecture/Lab Schedule: Online.

Textbook(s): *Enhancing Skills of Paraeducators, 2nd Ed.* By Morgan, Forbush and Avis. (Available in the bookstore.)

Course Requirements:

Students are required to complete assigned weekly readings, discussions, progress checks and video activities.

Tentative Course Outline:

Week 1: Unit 1, Lessons 1-2

Week 2: Unit 1, Lessons 3-5

Week 3: Unit 2, Lessons 1-4

Week 4: Unit 3, Lessons 1-3

Week 5: Unit 3, Lessons 4-5
Unit 4, Lessons 1-2

Week 6: Unit 4, Lessons 3-5

Week 7: Unit 5, Lessons 1-5

Week 8: Unit 5, Lesson 5

Program Goals/Objectives:

- 2) Apply methods and strategies based on industry standards and professional ethics.
- 3) Develop an educational or human services philosophy.
- 4) Demonstrate an understanding of human development.
- 5) Identify techniques for working with individuals with special needs or troublesome behaviors

Relationship to Campus Theme:

The purpose of the Education and Human Development Discipline is to educate students for careers as paraeducators, teachers, early childhood professionals, and adult caregivers. The discipline provides coursework which transitions to higher degrees and work-related skills. Programs must prepare professionals based on industry standards and provide an educational continuum for degree advancement. Dakota College at Bottineau is committed to a hands-on learning environment and uses field experiences in educational settings as common instructional techniques.

Classroom Policies:

It is essential to build culture and community in academic environment in order that students collaborate together to build a network of learners. To foster and develop this community, students are required to participate in the weekly course discussions and activities. Students must log in to the course at least two times a week and submit work according to activity due dates.

Academic Integrity:

The academic community is operated on the basis of honesty, integrity and fair play. Occasionally, this trust is violated when cheating occurs, either inadvertently or deliberately. This Code will serve as the guideline for cases where cheating, plagiarism or other academic improprieties have occurred.

1. The primary responsibility of the students, faculty and administration is to create an atmosphere where the honesty of individuals will not be questioned.
 - a. Faculty members are responsible for providing guidelines concerning cheating and plagiarism at the beginning of each course, and should use precautionary measures and security in cases where cheating is likely to occur.
 - b. Students are responsible for submitting their own work. Students who cooperate on oral or written examinations or work without authorization share the responsibility for violation of academic principles and the students are subject to disciplinary action even when one of the students is not enrolled in the course where the violation occurred.

Disabilities and Special Needs:

If you have a disability for which you need accommodation, contact the Learning Center to request disability support services: phone 701-228-5477 or toll-free 1-888-918-5623.