



Communication

Email

Administrative questions should be directed to the [Centre for Extended Learning office](#).

Technical problems should be directed to [Technical Support](#).

Academic issues (e.g., course content, deadlines, etc.) can be directed to your instructor, **Dr. Tom Ruttan**, at: truttan@uwaterloo.ca.

Your instructor checks email daily and you should expect an answer to your questions by email within 48 hours during the week.

TAs may be identified at the beginning of the term.

Announcements

Your instructor communicates new or changing information regarding due dates, instructor vacation, etc. in the Announcements as needed. Technical Support may also communicate administrative items to students through the Announcements. Please check your announcements regularly.

To ensure you are viewing the complete list of announcements, you must click on ALL. Please note you may also be required to click on MORE.

[More](#) | View: [Past](#) [Present](#) [All](#) | Sort: [Descending](#)

Discussion Boards

For questions relating to **course content**, select the [Communicate](#) tab to post a question or read questions and answers from other students. Your instructor will be monitoring the discussion boards daily and you should get a response to your question within 48 hours (excluding weekends). In the Discussion Boards, you can post a question or read questions and answers from other students. Your instructor or your TA drops in at the online discussion board weekly and posts responses to student questions as necessary in the discussion forum.

Focus Questions

The *Focus Questions* will prepare you for the online assessments and the final examination. Your instructor or your TA reads the *Focus Questions* weekly. Feedback for the Focus Questions will **not** be given.

About the Course

Course Author — Dr. Tom Ruttan

(Last updated March 16, 2005)

Educational Background

Tom Ruttan has been with the University of Waterloo since 2000. He received a BAA from Ryerson Polytechnical University, a HBA and MAsc from University of Waterloo and a Ph.D. in clinical psychology from the University of Windsor. He is a registered clinical psychologist in the province of Ontario.

Current Research

Tom is the Director of Counselling Services at the University of Waterloo. His background is comprised of research with preschool and elementary school aged children along with a heavy emphasis on clinical work. Prior to coming to UW, Tom was a psychologist with an outpatient clinic in Kitchener where he provided services for several years for many families and children. Before that, he worked for seven years on the Child and Adolescent Inpatient Unit at Children's Hospital of Western Ontario in London Ontario. Before his work in London, Tom worked with the Children's Aid Society in Brantford Ontario. Many of his examples during the lectures are from clinical settings or with friends and their children.

Philosophy of Teaching

Probably one of the most important things that Tom has learned about children is that you never know when you are being a teacher to a child. A child may not always do what you ask them to, but they always watch what you do.

Description

This course is designed to introduce you to Developmental Psychology from birth through childhood with the presentation of various theoretical and methodological approaches. You will explore several theories of development along with recent research as it relates to a child's physical, cognitive, language, social, moral, and emotional development.

The lectures in this course are **not** designed solely as a review of the material in the course textbook. Although the textbook material will be discussed to a certain extent, the lectures will also provide additional information that is not provided in the textbook. Therefore, successful completion of this course will require a mastery of both the textbook and lecture materials.

This online course was developed in the term of by , with instructional design and multimedia development support provided by the Centre for Extended Learning.

Grade Breakdown

Group Discussions and Critical Thinking Questions	10%
Online Tests	30%
Final Exam	60%

Materials and Resources

The CD-ROM found in your course package from Distance Education contains only the lecture content and the primary videos from the learning activities and is intended for students who have slow internet service such as dial-up.

Textbook(s)

Required:

1. Berk, Laura E. (2007). *Infants and Children: Prenatal Through Middle Childhood (6th Edition)*. Allyn and Bacon, Pearson Education.

For textbook ordering information, please contact the [UW BookStore](#).

For your convenience, you can compile booklists of required and optional textbooks based on your current courses through BookLook using your Quest userID and password (look for the **Shop Online with BookLook** link in the centre-top section of the main UW BookStore page). If you are having difficulties ordering online and wish to call the UW BookStore, their phone number is +1 519 888 4673 or toll-free at +1 866 330 7933. Please be aware that textbook orders **CANNOT** be taken over the phone.

Resources

- [UW Library](#) (Centre for Extended Learning)

Policies

Submission Times

Please be aware that the University of Waterloo is located in the **Eastern Time Zone** (GMT or UTC-5 during standard time and UTC-4 during daylight saving time) and, as such, the time that your activities and/or assignments are due is based on this zone. If you are outside of the Eastern Time Zone and require assistance with converting your time, please try the following [online converter](#).

Accommodation Due to Illness

Students in UW courses who are ill and unable to meet assignment due dates or write a term test or final examination should seek medical treatment and provide confirmation of the illness to the instructor(s) within 48 hours by submitting a completed UW Verification of Illness Form to support requests for accommodation due to illness. Students in online courses must also provide confirmation of the illness but submit it to the Centre for Extended Learning Office. The UW Verification of Illness Form is normally the only acceptable medical documentation and is available online at: http://www.healthservices.uwaterloo.ca/Health_Services/verification.html. Note that if you require an accommodation as a result of this illness during the term (for assignments or quizzes), please send an email to your class instructor after you are well. If your course has a final exam and you require an accommodation as a result of this illness, please send an email to examinations@uwaterloo.ca once you are well.

Academic Integrity

In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect, and responsibility. Check www.uwaterloo.ca/academicintegrity/ for more information.

Grievance

A student who believes that a decision affecting some aspect of his/her university life has been unfair or unreasonable may have grounds for initiating a grievance. Read Policy 70, Student Petitions and Grievances, Section 4, www.adm.uwaterloo.ca/infosec/Policies/policy70.htm. When in doubt please be certain to contact the department's administrative assistant who will provide further assistance.

Discipline

A student is expected to know what constitutes academic integrity [check www.uwaterloo.ca/academicintegrity/] to avoid committing an academic offence, and to take responsibility for his/her actions. A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about "rules" for group work/collaboration should seek guidance from the course instructor, academic advisor, or the undergraduate Associate Dean. For information on categories of offences and types of penalties, students should refer to Policy 71, Student Discipline, www.adm.uwaterloo.ca/infosec/Policies/policy71.htm. For typical penalties check Guidelines for the Assessment of Penalties,

www.adm.uwaterloo.ca/infosec/guidelines/penaltyguidelines.htm.

Appeals

A decision made or penalty imposed under Policy 70, Student Petitions and Grievances, (other than a petition) or Policy 71, Student Discipline, may be appealed if there is a ground. A student who believes he/she has a ground for an appeal should refer to Policy 72, Student Appeals, www.adm.uwaterloo.ca/infosec/Policies/policy72.htm.

Note for Students with Disabilities

The [Office for Persons with Disabilities](#) (OPD), located in Needles Hall, Room 1132, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with the OPD at the beginning of each academic term.

Use of Computing and Network Resources

Please see the [Guidelines on Use of UW Computing and Network Resources](#).

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If there are any questions about this notice, please contact the University of Waterloo, Centre for Extended Learning, Waterloo,

Ontario, Canada, N2L 3G1 or by [email](#).