



University of Memphis College of Education

### Pillars of Effective Practice

1. Content Knowledge
2. Knowledge of the Learner
3. Pedagogy/ Instruction
4. Assessment and Responsive Practice
5. Management of Classrooms and Individuals
6. Personal and Professional Growth and Development.

### College of Education Norms

- I take 100% responsibility.
- I seek equity of voice.
- I am willing to talk about sensitive issues.
- I listen for understanding.
- I appreciate the strengths and contributions of others.
- I bring positive energy and encouragement to the team.
- I commit to the mission of the college.
- \*I am a professional and my actions reflect that role.

### SPED 7000: Psycho-Educational Problems of Exceptional Children and Adults

College of Education  
The University of Memphis  
*ICL Department*

#### SPED 7000

**Dr. Kay Reeves**

**Course Description:** Study of relevant research dealing with the physical, mental, emotional, and social traits of all types of individuals who are exceptional. Consideration of major current problems and practices in the development of various programs

**Prerequisites:** None

**Text(s):** Turnbull, A.P., Turnbull, H. R. & Wehmeyer, M. (2010). *Exceptional Lives: Special Education in Today's Schools: 6/e*. Pearson Education.

**Support of Conceptual Framework:** The Psycho-Educational Problems of Exceptional Children and Adults course provides the knowledge base needed to serve all learners. The students, by becoming culturally responsive educators, will be able to identify the characteristics of physical, cognitive, emotional, social, and ecological development not only of individuals with exceptionalities, but of students from cultural and linguistic backgrounds.

#### Methods of Instruction:

CREDE principles will serve as the primary pedagogical platform interspersed with lectures, guest speakers and technology when appropriate. The CREDE principles are::

- I. Joint Productive Activity: Facilitate learning and development through joint productive activity among leaders and participants.
- II. Language Development: Promote learners expertise in professional relevant discourse.
- III. Making Meaning: Contextualize teaching, learning, and joint productive activity in the experience and skills of participants.
- IV. Cognitive Challenge: Challenge participants toward more complex solutions in addressing problems.
- V. Instructional Conversation: Engage participants in dialogue, especially the instructional conversation.

**Key Assessments:** A cumulative final exam is given to all students taking SPED 7000. There are 60 multiple choice items that are scored and combined to check for understanding of content in CEC and TN state standards 1, 2, and 6.

Questions 1-33 assess Standard 1 (Foundations) Court Cases, Laws, and Policies including IEP modifications and accommodations.

Questions 34 -55 assess Standard 2 (Development and Characteristics of Learners) Learner Characteristics, Impact of Ability or Disability on Learning.

Questions 56 – 69 assess Standard 6 (Communication) Communication Disorders, Effects of Cultural and Linguistic Differences, Diversity of the ELN student, and Technology.

**Course Objectives**

Given class discussion, readings, videos and applied experiences, the students will demonstrate an understanding of:

1. The historical and philosophical backgrounds of special education, its major contributors and current program models.
2. The goals and values of special education and current socioeconomic and cultural issues which influence these at national and local levels.
3. The developmental needs of children & adults with disabilities including physical/motor, social/emotional, and cognitive and to recognize atypical characteristics of development in relation to those which are typical.
4. The professional special education teacher in relation to children, parents, other staff, the community, and the unique personal qualities and professional qualifications necessary to satisfy the requirements of this role.
5. The range of special education work environments, job responsibilities and credentials, professional organizations, professional journals, and other sources of the knowledge base for special education, and the professional responsibility for life-long professional learning and leadership.
6. The cooperative roles of regular and special education teachers in implementing the educational plans of students with special needs.
7. The rationale for services for individuals with a disability.
8. The different modifications/accommodations and adaptations in educational settings for individuals with disabilities.

**Outline of Course Objectives Supporting State/National Standards and Pillars of Effective Practice:**

**Pillar of Practice I: Content Knowledge**

Objective	Standard(s) Addressed by the Objective
<p><b>Court cases, laws, and policies</b></p>	<p><b>CEC 1 Foundations</b>  <b>Disability Legislation and Special Education Policies</b>  <b>TN Core:</b> 1.4 Candidates understand the field as an evolving and changing discipline based on philosophies, evidence-based principles and theories, relevant laws and policies, diverse and historical points of view, and issues that have historically influenced the field of special education and the individualization of learning. Candidates use this knowledge to examine their personal understandings and philosophies of special education.  <b>TN Modified:</b> 1.4 Candidates understand the historical and philosophical foundations of services for individuals with mild and moderate disabilities. They know about current trends and issues in these areas.  <b>TN Core 1.5</b> Candidates serve as a resource to others by providing current information about the laws and policies that support students with disabilities and how to access information and resources.</p>

<b>LRE placement and services</b>	<b>CEC 1 Foundations</b> <b>Disability Legislation and Special Education Policies</b> <b>TN Core:</b> 1.3 Candidates apply appropriately the concept of least restrictive environment, using the continuum of placements and services. <b>TN Modified:</b> 1.3 Candidates apply appropriately the continuum of placement and services available for individuals with mild and moderate disabilities, including the concept of least restrictive environment.
<b>Individual Education Plan (IEP)</b>	<b>TN 1-D; CEC 1 Foundations</b> <b>Disability Legislation and Special Education Policies</b>
<b>Modifications and accommodations</b>	<b>CEC 1 Foundations</b> <b>Disability Legislation and Special Education Policies</b> <b>TN Core:</b> 1.2 Candidates recognize that some students require an expanded curriculum with learning goals beyond the general curriculum to meet independent and functional living goals.

**Pillar of Practice II: Knowledge of the Learner**

<b>Objective</b>	<b>Standard(s) Addressed by the Objective</b>
<b>Characteristics of learner</b>	<b>CEC 2 Individual Variations and Disability Influence on Learning</b> <b>TN Core:</b> 2.1 Candidates have knowledge of the characteristics of a wide array of disabilities and the ways that students' abilities and disabilities impact learning and development. <b>TN Core</b> 2.3 Candidates understand how a disability in one area (e.g., physical, cognitive, social, and emotional) can impact learning and development in other areas and use this knowledge to provide specialized supports.

**Pillar of Practice III: Pedagogy/Instruction**

<b>Objective</b>	<b>Standard(s) Addressed by the Objective</b>
<b>Role of language and exceptional learner</b>	<b>CEC 3 Individual Learning Differences</b> <b>Role of Language in Learning</b> (Person –first language)
<b>Different approaches/accommodations in educational settings for individuals with disabilities.</b>	<b>CEC 3 IEP</b> (Introduction of IEP) <b>CEC 6 Communication and ELL Students</b>

**Pillar of Practice IV: Assessment and Responsive Practice**

<b>Objective</b>	<b>Standard(s) Addressed by the Objective</b>
<b>Cooperative roles of regular and special education teachers in IEP development using assessment data</b>	<b>CEC 5, 8, 10 Collaboration and IEP</b>

**Pillar of Practice V: Management of Classrooms and Individuals**

<b>Objective</b>	<b>Standard(s) Addressed by the Objective</b>
<b>Positive learning environment</b>	<b>CEC 5 Learning Environments and Social Interactions</b> <b>Varieties of Classroom Management</b>

**Pillar of Practice VI: Personal and Professional Growth and Development**

<b>Objective</b>	<b>Standard(s) Addressed by the Objective</b>
Reflective practitioner	CEC 9 Professional and Ethical Practice Professional Behavior

**COE Diversity Performance Standards**

<b>Performance Standards</b>	<b>Topics Addressing Standard</b>
Candidates understand diversity, social justice, and equity in order to promote effective learning in their everyday practice.	Programs, practices, trends, issues, and problems regarding various disabilities, least restrictive environment, continuum of services, normalization, planning strategies (IEP, IFSP, Transition), community based instruction, and parent involvement.
Candidates will understand linguistic, ethnic, racial and socioeconomic, disability, religious and sexual orientation diversity and will demonstrate culturally relevant practices.	Implementing appropriate accommodations and modifications that can be utilized in regular classrooms to facilitate the education of learners with a particular exceptionality, including technological support. The will use non-discriminatory assessments when evaluating students in Special Education.
Candidates understand the relationships among various historical and present social inequities and use reflective practice to challenge their work and explicitly confront social inequality.	Special education in historical perspective including a socio-cultural history of special education programs and practices, innovations and advocacy in education. This history includes Civil Rights, Brown vs. Board of Education, and the philosophy of normalization.
Candidates understand the larger national and global contexts and demonstrate a clear sense of their own identities in relationship to social justice.	Government involvement in SPED programs and practices <ul style="list-style-type: none"> <li>– national, state, and local efforts to support, fund, and regulate programs serving individuals with disabilities and their families</li> <li>– legislation and public policy as it affects individuals with disabilities, their families, and the delivery of services for individuals.</li> </ul>
Candidates understand and value the importance of engaging in comprehensive and sustained professional growth to enhance professional practices involving diverse populations.	Becoming a professional leader in special education. The professional educator's responsibilities: <ul style="list-style-type: none"> <li>– to be an advocate on behalf of individuals with disabilities and their families</li> <li>– to be an active member in national, regional, state, and local professional special education communities.</li> <li>– to engage in ethical behavior in relations with children, parents, other staff and other professionals serving individuals with</li> </ul>

	disabilities.
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**Major Topics**

1. Special education in historical perspective including a socio-cultural history of special education programs and practices, innovations and advocacy in education
2. Philosophy and values of special education
3. Programs, practices, trends, issues, and problems regarding various disabilities, least restrictive environment, continuum of services, normalization, planning strategies (IEP, IFSP, Transition), community based instruction, and parent involvement.
4. Overview of the characteristics of students with disabilities
5. Overview of screening, referral and placement processes used to obtain an appropriate education for exceptional learners.
6. Implementing appropriate accommodations and modifications that can be utilized in regular classrooms to facilitate the education of learners with a particular exceptionality, including technological support.
7. Overview of various medical procedures that may be used by teachers with students who are medically fragile or physically challenged, including movement patterns and record keeping.
8. Government involvement in SPED programs and practices
  - national, state, and local efforts to support, fund, and regulate programs serving individuals with disabilities and their families
  - legislation and public policy as it affects individuals with disabilities, their families, and the delivery of services for individuals.
9. Becoming a professional leader in special education. The professional educator's responsibilities:
  - to be an advocate on behalf of individuals with disabilities and their families
  - to be an active member in national, regional, state, and local professional special education communities.
  - to engage in ethical behavior in relations with children, parents, other staff and other professionals serving individuals with disabilities.

**Detailed Course Description/Outline:**

- I. Content Knowledge and Skills
  - A. Court Cases
  - B. Legislation
  - C. Special Education
    1. Individual Education Plan
    2. Manifestation Determination
    3. Transition
- II. Knowledge of the Learner
  - A. Developmental, Cognitive, Emotional, Social, and Ecological Adolescent Development Theories
  - B. Characteristics of Students with High Incidence Disabilities: Emotional Disabilities, Attention Deficit, Learning Disabilities, Mild Mental Retardation
  - C. Characteristics of Students with Low Incidence Disabilities: Multiple, Severe, Autism, Health, TBI
  - C. Characteristics of At Risk Students
  - D. Characteristics of Gifted and Talented Students
  - E. Characteristics of Students with Communication Disorders and Language Diversity
  - F. Effects of Cultural and Linguistic Differences on Growth and Development
  - G. Characteristics of One's Own Culture and Use of Language
  - H. Gender Differences on Learning

- III. Pedagogy and Instruction
  - A. Accommodations and Modifications to Promote Learning
  - B. Learning styles and behaviors
- IV. Assessment and Responsive Practice
  - A. IEP modifications and accommodations
  - B. Collaboration and Assessment Data
- V. Management of Classroom and Individuals
  - A. Motivation
  - B. Behaviors
- VI. Personal and Professional Growth and Development
  - A. Written Reflections on Case Studies
  - B. Co-teaching and Collaboration

**Field Practice:** 4 hours Clinical Experience in a non-educational setting working with one or more individuals with disabilities. Students will have to document this experience.

**Methods and Activities:**

Class schedule is given every semester with class dates, times and assignments explicated.

Methods and activities would include some of the following: discussion/lecture, on-site visits, guest speakers, individual learning projects, case studies, audio-visual technology, case studies, hypothetical vignettes, software/internet computer modules, hands-on interactive projects, and disability sensitivity/awareness activities.

**Special Education Department Policy and Procedures**

**Attendance Policy:**

Attendance is mandatory and class attendance and participation (e.g., discussions, activities, and assignments) is expected. In a class which meets weekly for one three-hour session, each class session missed without a verifiable and legitimate excuse results in a decrease of a letter grade for the course. Two unexcused absences can result in a decrease of two letter grades and so on. For a class which meets more often, the professor will designate how many points will be deducted from the final grade for each absence. **The legitimacy of the excuse is solely the judgment of the professor. Students who leave a class without prior consent of the professor before the class is formally dismissed are considered absent for the entire class session.**

Students are accountable for content, assignments, and announcements made during class and should make arrangements (e.g., with a classmate) to get the information whenever absent.

The responsibility for class attendance and participation is considered an important element of the student's development and training. Class attendance and participation in class activities cannot be duplicated in any other fashion. Moreover, absence negatively affects the colleagues with whom a student(s) works, interacts, and learns. In this regard, **both** class attendance and participation are critical for the successful completion of this course.

**Tardy Policy:**

Unless there is an understandable weather or health related reason, each tardy to class – not being physically present at the start of class- is one percentage point taken off of the final cumulative grade. Professionals, particularly teachers charged with the safety of children, must be both prepared and punctual.

**Late Work:**

Unless there is a verifiable and legitimate excuse, class assignments are not accepted after published due date. The legitimacy of the excuse is solely the judgment of the professor. There is no make up work allowed nor is extra credit available in any special education course.

**Failing Students:**

Students who are failing will be notified by email or personally about their grade in the seventh week of class in the long semesters or midterm in any semester. The professor will be available to meet with the student to devise an individual academic plan at the request of the student.

**Grading:**

100-93 = A; 85-92 = B; 75-84 = C; 70-74= D; <70= F . A grade of incomplete (I) is rarely allowed. The professor must notify the Special Education program coordinator if a grade of I is being considered for a student.

**FERPA:**

In keeping with the provisions of the Family Educational Rights and Privacy Act, it is the policy of the Department of Instruction and Curriculum Leadership that student grades are not publicly posted.

**Students with Disabilities:**

It is the policy of the University of Memphis to accommodate students with disabilities pursuant to federal law, state law, and the University's commitment to equal educational opportunities. Any student with a disability who needs accommodation, for example in seating placement or in arrangements for examinations, should inform the instructor at the beginning of the course. Reasonable and appropriate accommodations will be provided to students with a disability who present a memo from the Student Disability Services. Students with disabilities are encouraged to contact Student Disability Services, 215 Scates Hall, phone 678-2880.

**Academic Integrity and Student Conduct:**

Expectations for academic integrity and student conduct are described in detail on the website of the Office of Student Judicial and Ethical Affairs

<http://saweb.memphis.edu/judicialaffairs>. Please read in particular, at the sections about

*“Academic Dishonesty,” “Student Code of Conduct and Responsibilities,” and “Disruptive Behaviors.” Students must be aware of these guidelines and conduct themselves accordingly.*

**Professional Dispositions:**

The College of Education has approved a list of professional dispositions expected of all students while enrolled in undergraduate or graduate courses in the College of Education. You are expected to familiarize yourself with the College of Education's Professional Dispositions at the beginning of this course by going to <http://coe.memphis.edu/PDF/DispositionsAndRetention.pdf>. Failure to demonstrate the College's dispositions in class or field experiences can affect your continuance in a course or program of study.

### ***CEC Code of Ethics for Educators of Persons with Exceptionalities***

**We declare the following principles to be the Code of Ethics for educators of persons with exceptionalities. Members of the special education profession are responsible for upholding and advancing these principles. Members of The Council for Exceptional Children agree to judge and be judged by them in accordance with the spirit and provisions of this Code.**

1. Special education professionals are committed to developing the highest educational and quality of life potential of individuals with exceptionalities.
2. Special education professionals promote and maintain a high level of competence and integrity in practicing their profession.
3. Special education professionals engage in professional activities which benefit individuals with exceptionalities, their families, other colleagues, students, or research subjects.
4. Special education professionals exercise objective professional judgment in the practice of their profession.
5. Special education professionals strive to advance their knowledge and skills regarding the education of individuals with exceptionalities.
6. Special education professionals work within the standards and policies of their profession.
7. Special education professionals seek to uphold and improve where necessary the laws, regulations, and policies governing the delivery of special education and related services and the practice of their profession.
8. Special education professionals do not condone or participate in unethical or illegal acts, nor violate professional standards adopted by the Delegate Assembly of CEC.

#### **Short Bibliography:**

Bauer, A.M. & Kroeger, S. (2004). *Inclusive classrooms: Video cases on CD-ROM activity and learning guide*. Upper Saddle River, NJ: Pearson Merrill Prentice Hall.

Gargiulo, R.M. (2004). *Special education in contemporary society: An introduction to exceptionality*. Belmont, CA.: Wadsworth/Thompson Learning.

Hallahan, D.P. & Kauffman, J.M. (2006). *Exceptional learners: Introduction to special education*. (10th ed.). Boston: Allyn and Bacon.

Heward, W.L. (2007). *Exceptional Children: An Introduction to special education*. Upper Saddle River, NJ: Merrill/Prentice-Hall.(8th ed.)

Teaching Exceptional Children. Presents articles suggesting classroom teaching strategies, reports of materials, a teacher idea exchange, and other information designed to assist the teacher of exceptional children. Published quarterly by the Council for Exceptional Children, 1920 Association Drive, Reston, VA 22091-1589.

Exceptional Children. The official journal of the Council for Exceptional Children. Publishes articles on professional issues of concern to special educators and articles on the education and development of exceptional students. Designed to assist all professionals who work with exceptional children. Published six times per year by the Council for Exceptional Children, 1920 Association Drive, Reston, VA 22091-1589.

Journal of Learning Disabilities. Published 10 times a year by PRO-ED, 8700 Shoal Creek Boulevard, Austin, TX 78758-6897. Publishes research and theoretical articles relating to learning disabilities.

The Journal of Special Education. A quarterly journal that publishes articles from all disciplines; deals with research, theory, opinion, and reviews of the literature in special education. Published by PRO-ED, 8700 Shoal Creek Boulevard, Austin, TX 78758-6897.

**Assignments:**

Assignments should be uploaded into your ecourseware dropbox.

1. 2 Mini Project (6.5 pts each = 13 pts)
2. 3 Web Assignments (5 pts. each = 15 pts total)
3. 4 Case Studies (3 pt. each = 12 pts total)
4. Midterm (25 pts)
5. Formative Assessment (exam) (40 pts)

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Total	100 pts.
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**The Instructor reserves the right to make any adjustment to the assignments and activities.**

You will use your ecourseware dropbox to submit all assignments. You can also view your assignments on this medium.

<http://ecourseware.memphis.edu>

Click on your course SPED 7000

Top of the homepage you will see “dropbox”

Click on dropbox and you will be able to view your assignments.

You are responsible for completing all the assignments.

\*\*If you have difficulty with the uploading process or you just do not understand how to do it, then you can bring in a hard copy.

All assignments are due on the assigned dates. I will not be accepting late assignments unless there is an absolute emergency. The instructor reserves the right to determine if the situation constitutes an emergency.

**Mini Projects (13 points)**

**Project 1: Reading Journal Log (6.5 pts)**

You will complete a reading log based on your chapter/s reading. Divide your paper – write 6 salient points from the chapter on one side of the paper and then give a reflective answer for each point on the opposite side of the paper. Chapter logs are to be uploaded into eCourseware by 4:45 Tuesday each week before class. If you are unable to upload, you must bring a hard copy to class to be turned by 5:00 PM.- \* Note: if you do not have this turned in to me by the day and time, you will lose an additional 5 points.

## **Project 2: Wheelchair activity (6.5)**

Go to a mall, airport or public place that will loan you a wheelchair for one hour. You are to navigate around and interact with people. You also should try to visit the restroom while in the wheelchair. **You must photograph yourself in the wheelchair to verify it and write a 2 page paper describing your experience, how people reacted to you, what you learned, and how you will use what you learned in the future.**

Note: if you do not have this turned in to me by the due date, you will lose an additional 5 points.

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## **Web Activities (3 @ 5 pts each = 15 pts. total)**

Go to: <http://ecourseware.memphis.edu>

Click on this course

Click on Dropbox located at top of screen

Click on URL assignment - there are 3 of them

You will see activities that you are to complete.

They correspond to Chapters 5, 8, and 9

## **Case Studies (4 @ 3 pt each =12 pts total)**

**You are required to complete each assigned case. If you choose not to do one or more, 5 points will be deducted from each case that you omit. These points will be deducted from your final grade.**

[http://cases.coedu.usf.edu/index\\_of\\_cases.htm](http://cases.coedu.usf.edu/index_of_cases.htm)

**do not click from this link – you will need to copy and paste or type. If this does not work, then go to Google and type in: special education case studies usf and scroll down until you see a link similar to the one above.**

1. You are to answer the 3<sup>rd</sup> question. You do not have to answer the Additional Questions. Answer in full sentences and have at least 1 page.
2. Write a question that you would like to have answered by this case.

Cases to be studied:

Learning Disabilities  
A Broken Arm

ADHD  
Back to Square One

Family Issues/ Physical  
Ginny

Co Teaching  
You're a Disgrace

**Midterm Exam** – Chapters 1 – 8 69 MC questions using Respondus Lockdown Browser  
This is an online exam. You need to download the Respondus Lockdown Browser in order to take the midterm as well as the exam.

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**Final Exam is a COEAS Assessment (40 points)**

**Key Assessments:** A cumulative final exam is given to all students taking SPED 7000. There are 69 multiple choice items that are scored and combined to check for understanding of content in CEC and TN state standards 1, 2, and 6.

Questions 1 -23 assess Standard 1 (Foundations) Court Cases, Laws, and Policies including IEP modifications and accommodations.

Questions 24 -55 assess Standard 2 (Development and Characteristics of Learners) Learner Characteristics, Impact of Ability or Disability on Learning.

Questions 56 – 69 assess Standard 6 (Language) Communication Disorders, Effects of Cultural and Linguistic Differences, Diversity of the ELN student, and Technology.

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**REQUIRED FIELD EXPERIENCE**

**Field Experience** (volunteer experience; this is not to be completed in a school setting).

Part of this course includes a required 4 hour field experience. You may not be exempt from this experience. Upon completion of your hours, you are to write a Description/Analysis (1 page) and Reflective Summary (1 page) paper on your experience/s (see directions below). 2 pages total. 1 inch margins left and right, double spaced, and 12 point font.

This experience/s must be documented. Have the contact person sign a paper stating the number of hours you were there.

Documentation Paper

Name of Organization	Place	Time	Signature of Person in Charge

Examples of places to volunteer:

Skinner Center has dances for adults with disabilities every Friday night

Skinner Center Day Program

Shepherd's Haven Day Program

Special Olympics

Bowling in Cordova on Monday nights- Cordova Bowling Center

Swimming – Collierville YMCA

Hearing Impaired – Kirby Baptist Church

Special Kids event

Germantown Pickering Center – Poplar Pike - dances

World Overcomers' Church – Monday nights - Kirby and Winchester

Buddy Walk – October – Botanical Gardens –Southern Ave.

**If you fail to do your field hours you will automatically fail this class regardless of your academic work/grade.**

Description/Analysis and Reflective Summary of the Field Experience:

**Description and Analysis:** A description of the activity (field experience) that explains why it is significant in your teaching context and what impact it will have on student learning. 1 page - double spaced, 1" margins

**Use these questions for your Description and Analysis** (write each question and then answer below it).

- a. *What is the nature of this activity?* Be very specific
- b. *Why is the activity significant?* To be significant, it must be an important effort that demonstrates your work as a partner with students.
- c. *How does this activity have an impact on students' learning?* You need to connect your activity to the learning of students in your classroom or soon to be classroom.

1. **A Reflective Summary:** This summary should reflect the significance of the activity. The summary should not restate your description and analysis; rather, it should analyze the effectiveness of your accomplishments. 2 + page but no more than 4 pages – double space, 1" margins

**Respond to the following questions for your reflective summary.**

- *What effort did you make to find volunteer activities?*
  - *What have you learned by completing this activity?*
  - *How will this information help you to connect with the students at your school or when you begin teaching?*
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Midterm Timed Online- the midterm is a timed 69 MC question exam which is on eCourseware – to take this exam, you must download Respondus Lockdown Browser and save it to your desktop. You must do this before the midterm hour as it takes time for it to download. Make certain that you save it to your desktop. You will have 1 hour. 5:30 -6:30 PM on the night of the midterm. The midterm will cover the chapters that we discuss in class.

Online Timed Comprehensive Final Exam— the final exam is on eCourseware – you will have 1 hour to take the exam. There are 69 MC questions. You will go to eCourseware and download Respondus Lockdown Browser. Save this to your desktop.