CATALOGUE DESCRIPTION

This course introduces the study and practice of family, youth and community sciences. Presents analytic concepts used in the study of FYCS. Emphasizes the vulnerabilities and needs of U.S. children, youth, families and communities, and describes human services that maximize human potential and minimize personal and societal costs. Introduces the roles and skills of the human service professional.

COURSE OBJECTIVES

The Principles of FYCS course is designed to:

- introduce the basic premises of research and theory in the study of family, youth and communities.
- present human ecological theory as related to FYCS.
- describe the status of families, youth and communities in the 21st century.
- identify programs designed to support families, youth, and communities.
- introduce theory, research, and policy associated with families, youth, and communities.
- familiarize students with library research, resource evaluation, and APA style references.
- reinforce intrinsic and extrinsic value associated with service learning.
- acquaint students with professions related to working with families, youth, and communities.

COURSE TEXT REQUIREMENTS

This course requires students to utilize one text. It is relatively inexpensive and can be found online as new or used. Please purchase this text early in the semester.


COURSE POLICIES

1. **Special Accommodations:** Students requesting classroom and exam accommodations must first register with the Disability Resource Center (DRC). The DRC will provide the appropriate documentation to the student, who must then provide documentation to the instructor. Please provide documentation to the instructor within the first two weeks of class. If the student requires additional time for examinations, the student must make arrangements with the DRC and notify the instructor in advance.

2. **Grading:** Your grade is a direct result of the effort you put into this course. Each assignment has been assigned a possible point value. You will earn points as you complete each assignment. These points accumulate to create your final score. Assignments will be graded on the quality and content of the writing. Be sure to spell check, grammar check, and proofread your work before submitting. Points will be deducted for not following instructions, poor grammar, spelling errors, and lack of appropriate
etiquette. For information on current UF policies for assigning grade points, see https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/.

3. **Grade adjustments**: It is unethical and in direct violation of the Honor Code to request an unjustifiable grade adjustment. Grades follow the above grading scale and are not rounded up. Additionally, grades are only discussed face-to-face (never via email or phone) to protect student privacy. If a grade input error occurs, students are encouraged to notify the instructor as soon as possible. If examination of the e-learning platform determines an error occurred, the grade will be adjusted accordingly. Please note that students have 1 week to review assignment/assessment grades/comments and contact the instructor with questions concerning the grade. Students who fail to review their assignment scores within one week of release of grades may not request retroactive adjustments on scores at the end of the term.

4. **Late Assignments**: All assignments are submitted through CANVAS. You are expected to complete all assignments within the course by the specified dates. Assignments that are submitted after the date and time provided in the syllabus will receive a zero (0) grade. That is, late assignments will not be accepted.

Please see university policy regarding university and medically-excused absences. In the event of an unforeseen emergency (death in the immediate family, sudden illness, etc.), please contact your instructor as soon as possible. Be proactive and forthcoming. Additionally, it is strongly recommended that you do NOT use mobile apps to submit assignments to CANVAS. Both the UF and CANVAS apps are unreliable for submissions. To protect yourself in the event of a technical glitch, I recommend taking and saving screenshots of all CANVAS submission confirmations.
5. **Contacting your instructor:** Please contact your instructor through Canvas email (not @ufl email). Keep in mind that email exchanges between students, faculty, and staff are a form of professional correspondence and permanent documentation between two (or more) people, and they are NOT confidential. Be sure your emails are polite, professional, and well prepared before hitting send. Although most faculty try to answer emails promptly, you should allow 2 business days before expecting a response. To maintain a life-work balance, I do not answer emails outside business hours. Additionally, you may arrange a time to meet in my office. See page 1 of the syllabus for Spring 2019 drop-in office hours. If the posted drop-in office hours do not work with your schedule, please let me know so we can make other arrangements to meet.

**ASSIGNMENTS (see course calendar for all due dates)**

1. **Syllabus Quiz (10 points):** Before taking the syllabus quiz, you will need to thoroughly review the syllabus. After reading it in its entirety, take the quiz in CANVAS. You will have two (2) attempts for this quiz. The syllabus quiz is only available for the first week of class, including drop/add week. There are no make-ups for this quiz.

2. **Affidavit of GM Character and Service Learning Information Form (20 points each):** You are required to complete 25 hours of service learning this semester. Note that both forms must have original, authentic signatures; digital signatures will not be accepted. All information on the Service Learning Information Form should be typed, except for the original signatures by both the student and the site supervisor. Both can be found on Canvas and must be submitted on Canvas by the due date and BEFORE you begin your service learning. **Note: Late submissions will NOT be accepted.**

3. **Quizzes (25 points each):** Three (3) timed quizzes will be administered through Canvas during the semester. The format of the quizzes may include multiple choice, matching, true/false, short answer, and fill in the blanks, and you will have one (1) attempt. Quiz content will come from in-class lectures and assignments, guest speakers, as well as required readings. Quizzes will be open for multiple days; once the quiz closes, there will be no additional opportunities to take the quiz.

4. **APA Style Quiz (100):** This timed quiz will be administered through Canvas and will be open-book. You will have two (2) attempts at this quiz. Before you take the quiz, you will need to have access to all required documents. More information will be provided in class. The quiz will be open for multiple days; once the quiz closes, there will be no additional opportunities to take the quiz.

6. **Exams (150 points each):** Two (2) examinations will be administered in class during the semester. Exams cover all material up to the exam date (i.e., not cumulative), including lecture content, guest speakers, and required readings. The format of the exams may include multiple choice, matching, true/false, short answer, and fill in the blanks. **Note: Once exams have been administered, no other exams will be distributed. Therefore, if you enter the classroom late, you will not be given the opportunity to take the exam. This means you must be present at the start of the exam. Please show up on time and come prepared.**

7. **Service Learning Journal (50 points):** This journal is a way for you to describe your overall service learning experience. This assignment is graded based on answering the provided questions in a detailed and thoughtful manner. Please be specific and thorough with your responses, explaining your understanding of what you observed and directly relating it back to concepts and theories covered in
class. Your journal will be graded on the quality and content of the writing. Be sure to spell check, grammar check, and proofread your work before submitting. Points will be deducted for not following instructions, poor grammar, spelling errors, and lack of appropriate etiquette. The minimum word requirement is 750 words, not including the questions. Since this is a journal, there is no required format. Students who fail to submit a service learning time log will receive a zero on the service learning journals.

8. Service Learning Time Log (50 points): The Service Learning Time Log requires your site supervisor to verify completion of 25 hours. Only original signatures (not electronic signatures) will be accepted. Points will be deducted at a rate of 5 points for each hour not completed. This form is located on Canvas and must be scanned and submitted as a PDF on Canvas. Note: Late submissions will NOT be accepted. You must submit your time log by the provided due date or you will receive a zero (0) for the assignment. Students who fail to submit a service learning time log will receive a zero on the service learning journals.

9. Team Project and Peer Evaluations (200 points): Details from this semester-long team project will be provided on Canvas and in class. You will also be provided with time in class to meet with your team and work on the project. This project includes a semester-long peer evaluation process, which will directly impact your grade. Note: Late submissions will NOT be accepted. Failure to submit Peer Evaluations by the due date will result in a zero for that section. Proactive participation in this project is essential to your final grade.

10. Team Project Presentation (25 points): Each team will have 5-10 minutes (given the number of teams) to present their team project to the class during the last two class periods. Each team member must be present for and participate in the presentation to receive credit. Moreover, to receive credit for your presentation, you must be present on all team project presentation days (see course calendar for specific dates). More information about the team project presentations will be provided in class.

ACADEMIC HONESTY
Any assignments that you submit must be original works authored by you as an individual in the course. Your thoughts are unique and valuable, and assignments provide you with an opportunity to share your insights with your instructor. Please be mindful that as a result of the registration process at the University of Florida, any enrolled student is committed to uphold the Honor Code, which includes the following pledge:

...the students of the University of Florida recognize that academic honesty and integrity are fundamental values of the University community. Students who enroll at the University of Florida commit to holding themselves and their peers to the high standard of honor required by the Honor Code. Any individual who becomes aware of a violation of the Honor Code is bound by the honor to take corrective action...

On all work submitted for credit by the students at the University of Florida, the following pledge is either required or implied:

On my honor, I have neither given nor received unauthorized aid in doing this assignment/project/quiz/exam. Furthermore, no student may work or collaborate with another person on any academic activity in this course. Should group work be assigned or this class policy change, I will provide that in writing on the individual assignment instructions.
It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code will not be tolerated. Violations will be reported to the Dean of Students Office for consideration for disciplinary action. For more information, visit the Dean of Students website.

**ONLINE COURSE EVALUATIONS**

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students will be given the opportunity to provide feedback on the quality of instruction in this course using a standard set of CALS and university criteria. Students will be provided this opportunity through an online platform. Information about this evaluation process will be emailed to all students towards the end of the semester. All students are strongly encouraged to provide feedback.

**SOFTWARE USE**

All faculty, staff, and students at the University of Florida are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties. Disciplinary action will also be taken when appropriate.

**UNIVERSITY RESOURCES**

The University of Florida has support services available for all students. If you need additional support, you are encouraged to reach out to your instructor.

1. **Counseling and Wellness Center** ([https://counseling.ufl.edu/](https://counseling.ufl.edu/)) offers services and resources related to a variety of personal concerns, including but not limited to test-related stress, anxiety and depression, substance use, relationships, and sexual orientation and gender. All services are confidential. If a student is having a mental health emergency, they may call 352-392-1575 to speak to a crisis counselor.

2. **Disability Resource Center** ([https://drc.dso.ufl.edu/](https://drc.dso.ufl.edu/)) is available to students in need of support and/or accommodations for physical, learning, sensory, or psychological disabilities. (352) 392-8565

3. **GatorWell Health Promotion Services** ([http://gatorwell.ufsa.ufl.edu/](http://gatorwell.ufsa.ufl.edu/)) is UF’s campus health promotion department. Services include: HIV testing, Quit Tobacco coaching, Wellness Coaching for Academic Success, Health Huts, and various other outreach/educational events. GatorWell also provides free condoms and other sexual health resources to students. Visit one of their three campus locations.

4. **UF Computing Help Desk** ([http://helpdesk.ufl.edu/](http://helpdesk.ufl.edu/)) is available to help students with technical issues, including CANVAS.

5. **U Matter, We Care** ([http://www.umatter.ufl.edu/](http://www.umatter.ufl.edu/)) is an initiative committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if someone is in need. If someone you know is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to that person.

*Note: The instructor reserves the right to change any aspect of this syllabus and to make appropriate updates. Changes to the syllabus, including the course calendar, will be communicated to students in a timely manner.*