



School of Education
Master of Science in Education
Course Syllabus

Graduate Education Department Mission

The mission of the Graduate Education Department at Wilkes University is to provide the educational community with opportunities to become leaders in classroom instruction and in the administration of schools. As such, the Graduate Education Department seeks to promote the highest levels of intellectual growth and career development through a collaborative environment that supports teaching in a diverse learning environment, while valuing commitment to the educational communities it serves.

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|-------------------------------|--------------------|---|--|
| ED Number EDAM 5010 | | Course Title Connecting Reading and Writing | |
| Section/Semester | Location Online | Meeting Times | |

Instructor Contact Information

| | | | |
|-----------------|--------|------------------------------|--|
| Instructor Name | | Office Hours (if applicable) | |
| Phone Number | E-mail | Best time(s) to be contacted | |

Course Description from Graduate Bulletin:

This course explores the reciprocal processes of reading and writing as well as the strategies for helping students become strategic writers who are able to write to learn and write to demonstrate learning. Course topics include the writing process, strategies and assessments, genres of writing, writing across the curriculum, and developmentally-appropriate instructional procedures.

Graduation Reminder to Students:

If this is the final semester of a degree program and students are completing all requirements for the master’s degree, students can self-register for the graduation audit (GRD-OOOB). For more information, go to: <http://wilkes.edu/academics/graduate-programs/masters-programs/graduate-education/graduation.aspx>. Students should check with their advisor before registering for the graduation audit if unsure that all program requirements were met.

Required Textbook(s) & Readings:

Text(s):

Tompkins, G. (2012). *Teaching writing: Balancing product and process* (6th ed.). Boston, MA: Allyn & Bacon. ISBN-13:978-0132484817/ ISBN-10:0132484811

Culham, R. (2005). *6+1 Traits of writing: The complete guide for the primary grades*. New York, NY: Scholastic. ISBN-13:978-0439574129/ ISBN-10:0439574129

Schickedanz, J.A. & Collins, M.F. (2013). *So much more than the ABCs: The early phases of reading and writing*. Washington, DC: NAEYC. ISBN-10:192889688X/ ISBN-13:978-1928896883 (Used in EDAM 5002, 5004, 5010)

Readings Downloaded from the Wilkes Online Library or from the Internet:

Anderson, N. L., & Briggs, C. (2011). Reciprocity Between Reading and Writing: Strategic Processing as Common Ground. *Reading Teacher*, 64(7), 546-549.

Bintz, W. P. (2011). Writing parodies across the curriculum. *Reading Teacher*, 64(7), 511-514.

Bintz, W. P. (2010). Fibbin with poems across the curriculum. *Reading Teacher*, 63(6), 509-513.

Culham, R. (2006). The trait lady speaks up. *Educational Leadership*, 64(2), 53-57.

Farris, P. (2008). Examining and developing writing traits through reading. *Illinois Reading Council Journal*, 36(2), 13-17.

Gerde, H., Bingham, G., & Wasik, B. (2012). Writing in early childhood classrooms: Guidance for best practices. *Early Childhood Education Journal*, 40(6), 351-359.

Graham, S., and Hebert, M. A. (2010). *Writing to read: Evidence for how writing can improve reading. A Carnegie Corporation Time to Act Report*. Washington, DC: Alliance for Excellent Education. Retrieved from https://www.carnegie.org/media/filer_public/9d/e2/9de20604-a055-42da-bc00-77da949b29d7/ccny_report_2010_writing.pdf

Graham, S., Bollinger, A., Booth Olson, C., D'Aoust, C., MacArthur, C., McCutchen, D., & Olinghouse, N. (2012). *Teaching elementary school students to be effective writers: A practice guide* (NCEE 2012-4058). Washington, DC: National Center for Education Evaluation and Regional Assistance, Institute of Education Sciences, U.S. Department of Education. Retrieved from http://ies.ed.gov/ncee/wvc/publications_reviews.aspx#pubsearch

Graham, S., & Harris, K. R. (2013). Common core state standards, writing, and students with ld: recommendations. *Learning Disabilities Research & Practice* (Wiley-Blackwell), 28(1), 28-37.

Graham, S., Harris, K. R., & Larsen, L. (2001). Prevention and intervention of writing difficulties for students with learning disabilities. *Learning Disabilities Research & Practice* (Wiley-Blackwell), 16(2), 74-84.

Kissel, B. T., & Miller, E. T. (2015). Reclaiming power in the writers' workshop. *Reading Teacher*, 69(1), 77-86.

Olinghouse, N. G., & Santangelo, T. (2010). Assessing the writing of struggling learners. *Focus On Exceptional Children*, 43(4), 1-27.

Ritchey, K. D., & Coker, D. L. (2014). Identifying writing difficulties in first grade: an investigation of writing and reading measures. *Learning Disabilities Research & Practice* (Wiley-Blackwell), 29(2), 54-65.

Roth, K., & Dabrowski, J. (2014). Extending interactive writing into grades 2-5. *Reading Teacher*, 68(1), 33-44.

Tracy, B., Reid, R., & Graham, S. (2009). Teaching young students strategies for planning and drafting stories: The impact of self-regulated strategy development. *Journal Of Educational Research*, 102(5), 323-332.

VanNess, A. R., Murnen, T. J., & Bertelsen, C. D. (2013). Let me tell you a secret: Kindergartners can write!. *Reading Teacher*, 66(7), 574-585.

Recommended Reading List and Resources:

Culham, Ruth. (2005). *6+1 Traits of Writing: The complete guide for primary grades*. New York, NY: Scholastic

Duke, Nell K., Bennett-Armistead, V. S. (2003). *Reading and writing informational text in the primary grades (theory and practice)*. New York, NY: Scholastic

Graham, S. (2008). *Effective writing instruction for all students*. Wisconsin Rapids, WI: Renaissance Learning.
Graham, S., McKeown, D., Kiuahara, S., & Harris, K.R. (2012). A meta-analysis of writing instruction for students in the elementary grades. *Journal of Educational Psychology*, 104(4), 879-896.

Johnson, Kathryn, Westcott, Pamela. (2004). *Writing like writers: Guiding elementary children through a writer's workshop*. Waco, TX: Prufrock Press

Saperstein Associates. 2012. "Handwriting in the 21st Century? Research Shows Why Handwriting Belongs in Today's Classroom: A Summary of Research Presented at Handwriting in the 21st Century? An Educational Summit." Retrieved from http://sapersteinassociates.com/data/2_29_HW_Summit_White_Paper_eVersion.pdf

Schlagal, B. (2002). Classroom spelling instruction: History, research, and practice. *Reading Research and Instruction*, 42(1), 44-57.

Web Resources:

National Association for the Education of Young Children (NAEYC)
www.naeyc.org

International Literacy Association
<http://www.literacyworldwide.org/>

Read, Write, Think
www.readwritethink.org

Reading Rockets
www.readingrockets.org

The Reading and Writing Project
www.readingandwritingproject.org

Literacy Connections
www.literacyconnections.com/

Literacy Matters- Providing Support for Teaching
www.literacymatters.com/

Voice of Literacy Podcasts
www.voiceofliteracy.org/

The Educator's Guide to Learning Disabilities and ADHD
www.ldonline.org/

University of Connecticut- Literacy Web
www.literacy.uconn.edu

Writing Websites for Students:

<http://storybird.com>

<http://www.storyjumper.com>

<http://www.time4writing.com/writing-resources/elementary-school-writing>

<http://kidblog.org/home>

<http://www.glogster.com>

<http://www.wordle.net>

Required Reference:

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

Course Prerequisites:

EDAM 5001: Guiding Principles and Language Development

Institutional Student Learning Outcomes (ISLO)

Students will develop and demonstrate through coursework, learning experiences, co-curricular and extracurricular activities:

1. the knowledge, skills, and scholarship that is appropriate to their general and major field areas of study.
2. effective written and oral communication skills and information literacy using an array of media and modalities.
3. practical, critical, analytical, and quantitative reasoning skills.
4. actions reflecting ethical reasoning, civic responsibility, environmental stewardship, and respect for diversity.
5. interpersonal skills and knowledge of self as a learner that contribute to effective team work, mentoring, and life-long learning.

School of Education Learning Outcomes (SELO)

Education students will develop and demonstrate the following learning outcomes as appropriate to their selected level and field:

1. the knowledge, skills, and scholarship appropriate in their chosen field of study.
2. effective written and oral communication skills.
3. information literacy that fosters intelligent and active participation in the educational community.
4. technical competence and pedagogical skill to infuse technology in support of the teaching and learning process.
5. the ability to make informed decisions based on accurate and relevant data.
6. Actions reflecting integrity, self-respect, moral courage, personal responsibility, and the ability to

understand individual differences in order to meet the needs of the students and communities served.

- collaborative skills that promote teamwork.

Graduate Education Student Program Outcomes (GEPO)

- The student will develop the knowledge, skills, and scholarship that are appropriate to the educational program.
- The student will demonstrate effective written and oral language skills appropriate to knowledge acquisition and professional responsibilities of the discipline.
- The student will demonstrate data driven decision-making skills.
- The student will demonstrate an understanding of diversity by applying differentiation to the educational process.
- The student will understand the critical role of collaboration in creating an effective educational process.

Program Specific Student Learning Outcomes for Early Childhood Literacy Program (ECLPO)

- Students will be able to demonstrate knowledge and understanding of essential concepts, inquiry tools, and structure of content areas related to literacy acquisition and development in young children. (IRA 1/NAEYC 1)
- Students will be able to interpret literacy assessment data to plan and evaluate instruction using multiple indicators of student progress. (IRA 3/NAEYC 3)
- Students will be able to plan and adapt literacy instruction using developmentally appropriate instructional strategies, curriculum resources, and technologies that address the diverse needs of PK-4 learners at a variety of instructional levels across all learning domains. (IRA 2, 4/NAEYC 4,5)
- Students will be able to develop a safe, inclusive, literacy-rich learning environment incorporating developmentally appropriate practices that promote skill development and enhance literacy experiences for all learners. (IRA 5/NAEYC 1)
- Students will be able to engage in reflective practice that leads to improvement in instruction and student learning, and fosters professionalism in school and community settings. (IRA 4, 6/NAEYC 2,6)

Student Learning Objectives & Evidence of Student Learning

| The students will: | Alignment to Outcomes | Evidence of Learning |
|--|--|---|
| 1. Make connections between reading and writing by examining personal use of strategies, habits, and attitudes as a reader and a writer | IRA 4,6 NAEYC 2,6 ISLO 1-2, 5 SELO 1-2 GEPO 1-2 ECLPO 5 | <ul style="list-style-type: none"> • Discussion |
| 2. Demonstrate knowledge of the essential concepts of learning how to write including developmentally appropriate practices, curriculum resources, and technologies for teaching grades PK-4 | IRA 1-2, 4 NAEYC 1, 4-5 ISLO 1-2 SELO 1-2, 6-7 GEPO 1-2, 4-5 ECLPO 1, 3 | <ul style="list-style-type: none"> • Lesson Plan • Class Wiki • Discussion |
| 3. Design developmentally appropriate instruction that scaffolds children's writing development and enables | IRA 2, 4 NAEYC 4-5 ISLO 1-2 SELO 1-2, 6 | <ul style="list-style-type: none"> • Lesson Plan • Discussion |

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| students to establish a reading-writing connection | GEPO 1-2, 4 ECLPO 1, 3 | |
| 4. Discuss methods for integrating writing across the PK-4 curriculum | IRA 2, 4 NAEYC 4-5 ISLO 1-3 SELO 1-4 GEPO 1-3 ECLPO 1,4 | <ul style="list-style-type: none"> • Discussion |
| 5. Interpret and evaluate writing assessment data to inform instructional decision-making that supports students' writing development | IRA 3 NAEYC 3 ISLO 1-3 SELO 1-2, 5 GEPO 1-3 ECLPO 1, 2 | <ul style="list-style-type: none"> • Assessment Analysis • Discussion |
| 6. Describe developmentally appropriate practices for creating a meaningful and positive literate environment that fosters students' reading and writing development | IRA 5 NAEYC 1 ISLO 1-2 SELO 1-2 GEPO 1-2 ECLPO 1, 4 | <ul style="list-style-type: none"> • Discussion |
| 7. Examine educational issues and/or trends based on current research in the field of writing instruction | IRA 1-6 NAEYC 1-6 ISLO 1-3 SELO 1-4 GEPO 1-2 ECLPO 1-5 | <ul style="list-style-type: none"> • Research to Practice Paper • Discussion • Metacognitive Research Review |
| 8. Research a topic of inquiry in the teaching of writing for the purpose of improving instructional practice | IRA 1-6 NAEYC 1-6 ISLO 1-3, 5 SELO 1-5 GEPO 1-5 ECLPO 1-5 | <ul style="list-style-type: none"> • Metacognitive Research Review • Discussion |

Course Requirements & Assessments

Discussion forums (20 points each):

Throughout the course, learners will be required to actively participate in an online discussion forum where they will engage in developing a professional community of learners focused on improving literacy instructional practices in PK-4 classrooms. For each discussion, students will share an initial post and respond to the postings of at least two colleagues. Discussion forums will include reflections on course content and sharing of professional experiences related to course topics.

Initial post: Discussion prompts will be provided for each discussion activity. Your initial post should demonstrate reflective and analytical thinking, as well as cohesive, graduate level writing. The majority of course discussions will be related to course readings. When expected to refer to the research, concepts, and theories presented in the readings you will be required to include in-text citations. References should be added at the end of your post if you cite information obtained from sources outside the course. **All in-text citations and end references must follow PA guidelines.** Initial posts are due by the designated day.

Replies: You are to read initial discussions and respond to a minimum of two other students' posts. Interaction in discussions is expected throughout the course by composing salient replies, asking analytical questions, and replying to any questions that you have been asked in the discussion. Discussions will close on the designated day.

Discussion Cycles: Your facilitator will provide a discussion schedule at the start of the course.

Expected Levels of Participation: Students are expected to be active participants in all discussions throughout the span of the course.

| Online Discussion Rubric – 20 points | | | | | |
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| | Advanced 4 | Proficient 3 | Basic 2 | Below Basic 1 | No Submission 0 |
| Initial Post: Knowledge and Understanding of Content | Provides a substantive and well-supported post by citing and referencing information and concepts presented with insightful information that indicates depth and engagement in the topic. | Provides a well-supported post by citing and referencing information and concepts presented with insightful information that indicates engagement in the topic. | Provides a limited and/or insufficiently supported post that may be based primarily on professional experiences and/or lacks information or citation of concepts | Provides a very limited and/or unsound post based primarily on professional experiences without support and/or citation of concepts | Does not provide an initial post |
| Replies: Contribution to the Online Learning Community | Responds appropriately to two or more students with insightful information that enriches discussion and demonstrates strong engagement with peers | Responds appropriately to at least two students with information that adds to the discussion and engages peers | Responds appropriately to two students with information but lacks sufficient insight to engage peers | Does not respond appropriately, and/or provides a superficial response that does not engage peers and/or responds to only one student | Does not reply to peers |
| Linking Content to Reflective Professional Practice | Establishes strong reflective connections that link content to research-based professional practice | Establishes reflective connections that link content to professional practice | Makes reflective comments that do not clearly link content to professional practice | Makes limited or no reflective comments and/or does not link content to professional practice | Does not post to discussion |
| Writing Conventions | Demonstrates strong control of grammar, mechanics, spelling, and sentence formation. If citations are required or provided voluntarily, | Demonstrates sufficient control of grammar, mechanics, spelling, and sentence formation with minimal errors. If citations are required or provided voluntarily, | Demonstrates limited control of grammar, mechanics, spelling, and sentence formation with multiple errors. If citations are required or provided | Does not demonstrate control of grammar, mechanics, spelling, and sentence formation. If citations are required or provided voluntarily, | Does not post to discussion |

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| | citations follow APA guidelines | citations follow APA guidelines | voluntarily, citations mostly follow APA guidelines | citations do not follow APA guidelines | |
| | | | 2 | 1 | 0 |
| Timeliness-Initial Post | | | Submits initial post on time | Does not submit initial post on time | Does not post to discussion |
| Timeliness-Replies to Other's Postings | | | Provides responses on time | Does not provide responses on time | Does not post replies |

Lesson Plan (30 points):

Learners will develop a lesson plan demonstrating their understanding and knowledge of developmentally appropriate instruction, activities, assessment methods, and curriculum resources for developing students' writing skills in early childhood classrooms. The lesson plan will be completed using a provided template. This assignment will be uploaded directly into the course LMS.

| Lesson Plan Rubric- 30 points | | | | | |
|--------------------------------------|---|--|---|---|----------------------------|
| | Advanced 5 | Proficient 4 | Basic 3 | Below Basic 2 | No Submission 0 |
| Desired Results | All elements are present and fully detailed | All elements are present and adequately detailed | All elements are present but minimally detailed | One or more elements is missing | Assignment not submitted |
| Assessment Evidence | Assessment evidence is developmentally appropriate and well detailed. Shows clear relationship to all lesson objectives and desired results | Assessment evidence is developmentally appropriate. Shows relationship to all lesson objectives and desired results | Assessment evidence is not developmentally appropriate and/or inaccurately measures the objective(s) or desired results | Assessment evidence is missing or does not measure objective(s) and/or desired results | Assignment not submitted |
| Learning Plan | Learning plan has explicit match between procedures and objective(s); multiple teacher modeling or examples provided; with opportunities for guided & independent practice; thoroughly details the teacher's step-by-step | Learning plan has clear match between procedures and objective(s); adequate teacher modeling or examples provided; some opportunities for guided & independent practice; sufficiently details teacher's actions step by-step | Learning plan has limited match between procedures and objective(s); limited teacher modeling or examples provided; few opportunities for guided & independent practice; plan missing necessary details for teacher's actions | Learning plan has no match between procedures and objective(s); no modeling; no evidence for guided or independent practice; plan missing necessary details for teacher's actions | Assignment not submitted |

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| | actions | | | | |
| Implementation Challenges | Lesson plan clearly identifies potential challenges inherent to the lesson and suggests developmentally appropriate alternative instructional strategies | Potential challenges inherent to the lesson and alternative instructional strategies are adequately addressed and developmentally appropriate | Potential challenges are minimally addressed. Alternative instructional strategies are partially addressed or not developmentally appropriate | Potential challenges and alternative instructional strategies are not addressed | Assignment not submitted |
| | | | 2 | 1 | 0 |
| Introduction | | | Plans to introduce the lesson by sharing purpose, relevance, and eliciting schema in student friendly language; fully states what the teacher will say and do | Plans for introduction are adequate | Introduction is not addressed |
| Differentiation | | | Plans for differentiation are clearly stated | Plans for differentiation are adequate | Differentiation is not addressed |
| Materials & Use of Technology | | | Detailed list of materials/technology needed for both teacher and students is provided. All handouts are referenced in the learning plan section and attached to the lesson plan | Materials/technology list is incomplete. Most handouts are referenced in the learning plan section and attached to the lesson plan | Materials/Technology are not addressed |
| Closure | | | Lesson will end with students reviewing the lesson by summarizing and/or sharing what they learned; teacher revisits the purpose for the lesson | Lesson ends with limited review and student engagement | Closure is not addressed |
| Professional Writing | | | Demonstrates | Demonstrates | Poor quality writing |

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| | | | strong control of grammar, mechanics, spelling, and sentence formation | sufficient control of grammar, mechanics, spelling, and sentence formation | |
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Assessment Analysis (20 points):

Learners will interpret and evaluate student writing assessment data. Then, develop an intervention plan for the student based on the assessment data. This assignment will be uploaded directly into the course LMS.

| Assessment Analysis Rubric- 20 Points | | | | | |
|--|---|--|--|--|----------------------------|
| Points | Advanced 8 | Proficient 6 | Basic 4 | Below Basic 2 | No Submission 0 |
| Data Analysis/ Conclusions | Data analysis is thorough and accurate. Conclusions are clearly related to student's strengths and needs | Data analysis is mostly accurate and adequately summarized. Conclusions related to most of student's strengths and needs | Data analysis is somewhat accurate but lacks detail. Conclusions narrowly related to student's strengths and needs | Data analysis is limited and lacks critical information. Conclusions unrelated to students' strengths and/or needs | |
| Intervention Plan | Intervention plan is comprehensive and consistently links assessment, data, and instruction. Plan presents clear objectives and attainable goals. Interventions and assessments thoroughly and accurately address the student's needs | Intervention plan links assessment, data, and instruction. Plan presents acceptable objectives and goals. Interventions and assessments adequately address the student's needs | Intervention plan somewhat links assessment, data, and instruction. Objectives and goals are unclear. Some of the interventions and assessments will not meet the student's needs | Intervention plan is disconnected from data analysis and won't meet the student's needs | |
| | | | 4 | 2 | 0 |
| Professional writing | | | Analysis was clearly written, factual, and unbiased. Writing was at the graduate level with APA usage applied correctly for style and formatting. Citations and references were included, when | Analysis was adequately written, factual, and unbiased. Writing was at the graduate level with some APA usage errors in style and formatting. Citations and references were included, when | Poor quality writing |

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| | | | needed, and followed APA format | needed, and followed APA format in most instances | |
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Research to Practice Paper (30 points)

Learners will demonstrate understanding and application of course content by reviewing and connecting the research/ideas in a professional article to professional practice. This assignment will be uploaded directly into the course LMS.

Required paper components:

- 2 sections within the paper (1. Article Summary and 2. Connecting Research to Practice)
 - Article Summary: Student summary of the professional article
 - Connecting Research to Practice: Reflection on how the research/ideas in the professional article can be applied to professional practice in PK-4 classrooms with consideration given to modifications/adjustments that might be needed when working across the PK-4 grade band and/or the curriculum
- 3-5 pages in length
- Double-spaced, Times New Roman, 12 point
- Paper exhibits a professional, formal, graduate-level style of writing
- APA writing style and format for in-text citations and references, which are required
- Title page and running head are not required
- Student’s name and topic title are required at the top of the paper
- All pages must be numbered

| Research to Practice Paper – 30 points Formal Writing Assignment Rubric | | | | | |
|---|---|--|---|---|--------------------------------|
| Content (10 points) Point Values: | Advanced 10 | Proficient 8 | Basic 6 | Below Basic 4 | No Submission 0 |
| Content <i>The presence of ideas developed through facts, examples, anecdotes, details, opinions, statistics, reasons and/or explanations</i> | Provides substantial, specific, and/or illustrative research-based content demonstrating strong development and sophisticated ideas. All expected components are present. | Provides sufficiently developed research-based content with elaboration or explanation. All expected components are present. | Provides limited research-based content with adequate elaboration or explanation. Most expected components are present. | Does not provide research-based content and/or presents superficial elaboration or explanation and/or the expected components are not present | Assignment not submitted |
| Written Communication (20 points) Point Values for Each Area (4 points x 5) | 4 | 3 | 2 | 1 | |
| Focus <i>Coherent point(s) made with an awareness of task about a specific topic</i> | Provides sharp, distinct, coherent point(s) made about a specific topic with | Provides coherent point(s) made about a specific topic with evident | Provides apparent point(s), but may lack some coherence and/or awareness | Does not provide apparent point(s) and/or lacks coherence and/or awareness of task | |

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| | sophisticated awareness of task | awareness of task | of task | | |
| Organization <i>The order developed and sustained using transitional devices including introduction and conclusion</i> | Presents sophisticated arrangement of content with evident transitions. All required sections are clearly identified (e.g. headings and subheadings) | Presents effective arrangement of content with evident transitions. All required sections are clearly identified (e.g. headings and subheadings) | Presents functional arrangement of content without clear transitions and/or required sections are not clearly identified (e.g. headings and subheadings) | Does not demonstrate arrangement of content and/or required sections are not clearly identified (e.g. headings and subheadings) | |
| Format <i>APA format is utilized correctly following the most current APA guidelines</i> | Follows APA guidelines for format | Follows APA guidelines for format with minimal errors | Follows APA guidelines for format with multiple errors | Does not follow APA guidelines for format | |
| Style <i>The choice, use of arrangement of words and sentence structures that create consistent voice and tone</i> | Precise, illustrative use of a variety of words and sentence structures to create a consistent writer's voice and tone appropriate for the audience | Use of a variety of words and sentence structures to create a consistent writer's voice and tone appropriate for the audience | Limited word choice and control of sentence structures that may inhibit a consistent writer's voice and tone | Does not utilize a variety of word choice and sentence structures for consistent voice and tone | |
| Conventions <i>The use of grammar, mechanics, spelling, and sentence formation</i> | Substantial control of grammar, mechanics, spelling, and sentence formation | Effective control of grammar, mechanics, spelling, and/or sentence formation | Limited control of grammar, mechanics, spelling, and/or sentence formation | Does not demonstrate control of grammar, mechanics, spelling, and/or sentence formation | |

Class Wiki (10 points each)

Learners will build four wikis in collaboration with colleagues. Wiki topics are: 1) summarize the genres of writing in units 5 and 6 (2 separate wikis), 2) identify strategies for helping students with writing difficulties, and 3) six +1 traits. Learners will build the wikis on the course page from wikispaces.com.

| Wiki Participation Rubric- 10 points | | | | | |
|---|--|---|---|--|--------------------|
| | Advanced 8 | Proficient 4 | Basic 6 | Below Basic 2 | No Submission 0 |
| Knowledge and Understanding of Content | Wiki post demonstrates a strong understanding of course concepts | Wiki post demonstrates a clear understanding of course concepts | Wiki post demonstrates limited understanding of course concepts | Wiki post demonstrates little or no understanding of course concepts | |

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| | | | 2 | 1 | 0 |
| Contribution to the Online Learning Community | | | Contributes greatly to the development of the class wiki | Contributes adequately to the development of the class wiki | |

Metacognitive Research Review (200 points):

Learners are required to conduct a metacognitive research review on a topic based on the content presented in the course. The purpose of a metacognitive research review is to critically analyze a topic through published articles, books, and research studies. A metacognitive research review is not a “book report”. When conducting a metacognitive research review, learners will analyze, interpret, and synthesize information collected from several literature sources, resulting in a coherent argument to support their point of view. Through the process of conducting the research review, learners will obtain a deeper understanding of a topic that will help them improve instructional practice. APA guidelines are to be followed. Additional instructions are provided in the course. This assignment will be uploaded directly into the course LMS.

Requirements for the paper include:

- Eight to ten double-spaced pages (not including the title page, abstract page, or references page)
- 1 inch margins
- Indent 5-7 spaces when starting a new paragraph
- Running Head
- Divided into six sections: Title Page, Abstract, Introduction, Body, Conclusion, and Reference. Do not use the word *paper* in the title on Title Page.
- Include in-text citations and end references. Each in-text citation must have an end reference. Each end reference must have at least one in-text citation.
- Five to seven outside reliable sources (scholarly journals or articles) not including the course texts or readings. At least four resources must be a published piece from a printed source that can be retrieved from a library or online database that houses electronic copies of printed work.
- Written in the third person.

| Metacognitive Research Review - 200 Points | | | | | |
|---|--|---|--|---|----------------------------------|
| Formal Writing Assignment Rubric | | | | | |
| Content (100 points) Point Values: | Advanced 100 | Proficient 75 | Basic 50 | Below Basic 25 | No Submission 0 |
| Content <i>The presence of ideas developed through facts, examples, anecdotes, details, opinions, statistics, reasons and/or explanations</i> | Provides substantial, specific, and/or illustrative research-based content demonstrating strong development and sophisticated ideas. All expected components are present | Provides sufficiently developed research-based content with elaboration or explanation. All expected components are present | Provides limited research-based content with adequate elaboration or explanation. Most expected components are present | Does not provide research-based content and/or presents superficial elaboration or explanation and/or the expected components are not present | Does not submit an assignment |
| Written Communication (100 points) | 20 | 15 | 10 | 5 | |

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|--|---|---|--|---|--|
| Focus <i>Coherent point(s) made with an awareness of task about a specific topic</i> | Provides sharp, distinct, coherent point(s) made about a specific topic with sophisticated awareness of task | Provides coherent point(s) made about a specific topic with evident awareness of task | Provides apparent point(s), but may lack some coherence and/or awareness of task | Does not provide apparent point(s) and/or lacks coherence and/or awareness of task | |
| Organization <i>The order developed and sustained using transitional devices including introduction and conclusion</i> | Presents sophisticated arrangement of content with evident transitions. All required sections are clearly identified | Presents effective arrangement of content with evident transitions. All required sections are clearly identified | Presents functional arrangement of content without clear transitions and/or required sections are not clearly identified | Does not demonstrate arrangement of content and/or required sections are not clearly identified | |
| Format <i>APA format is utilized correctly following the most current APA guidelines</i> | Follows APA guidelines for format as identified in the expected components | Follows APA guidelines for format as identified in the expected components with minimal errors | Follows APA guidelines for format as identified in the expected components with multiple errors | Does not follow APA guidelines for format as identified in the expected components | |
| Style <i>The choice, use of arrangement of words and sentence structures that create consistent voice and tone</i> | Precise, illustrative use of a variety of words and sentence structures to create a consistent writer's voice and tone appropriate for the audience | Use of a variety of words and sentence structures to create a consistent writer's voice and tone appropriate for the audience | Limited word choice and control of sentence structures that may inhibit a consistent writer's voice and tone | Does not utilize a variety of word choice and sentence structures for consistent voice and tone | |
| Conventions <i>The use of grammar, mechanics, spelling, and sentence formation</i> | Substantial control of grammar, mechanics, spelling, and sentence formation | Effective control of grammar, mechanics, spelling, and/or sentence formation | Limited control of grammar, mechanics, spelling, and/or sentence formation | Does not demonstrate control of grammar, mechanics, spelling, and/or sentence formation | |

Course Grading

| Assessments | Point Value | Weight (% out of 100) |
|-------------------------------|---|-----------------------|
| Discussions (9) | 20 points each (9 discussions/180 points) | 15% |
| Class Wiki (4) | 10 points each (4/40 points) | 5% |
| Lesson Plan | 30 points | 20% |
| Assessment Analysis | 20 points | 15% |
| Research to Practice Paper | 30 points | 20% |
| Metacognitive Research Review | 200 points | 25% |

| | | |
|--|----------------------------------|-------------|
| | 500 Total Possible Points | 100% |
|--|----------------------------------|-------------|

Graduate Education Grading Scale (MS Level):

| Grading Scale (Used to determine final course grade only. Not for individual assessments or assessment groups) | | | |
|--|----|-----------|--|
| 4.0 | A | 94-100% | Academic achievement of superior quality |
| 3.5 | B+ | 87-93% | Academic achievement of good quality |
| 3.0 | B | 80-86% | Academic achievement of acceptable quality in meeting graduation requirements |
| 2.5 | C+ | 75-79% | Academic achievement of adequate quality but below the average required for graduation |
| 2.0 | C | 70-74% | Academic achievement below the average required for graduation |
| 0.0 | F | Below 70% | Failure. No graduate course credit |

A grade of "X" indicates assigned work yet to be completed in a given course. Except in thesis work, grades of "X" will be given only in exceptional circumstances. Grades of "X" must be removed through satisfactory completion of all course work no later than four weeks after the end of the final examination period of the semester in which the "X" grade was recorded. Failure to complete required work within this time period will result in the conversion of the grade to 0. An extension of the time allowed for the completion of work should be endorsed by the instructor in the form of a written statement and submitted to the Registrar.

Graduate Education Policies

Academic Integrity

Wilkes University holds the following principles to be essential to responsible, professional behavior for employees and students: honesty, trustworthiness, integrity and dignity, as well as respect and fairness in dealing with other people, a sense of responsibility towards others and loyalty toward the ethical principles promoted by the University through our mission, vision and values. It is important that these principles and the tradition of ethical behavior be consistently demonstrated and carefully maintained.

The School of Education at Wilkes University is highly invested in demonstrating the critical importance of these principles for the students in our programs. All faculty members are charged with upholding the high professional standards that will become the foundation for the professional development of our students. Any suspicion of academic dishonesty that is detected by faculty or staff is addressed as outlined in the procedure found at <http://wilkes.edu/academics/graduate-programs/masters-programs/graduate-education/grad-ed-forms.aspx>

A quality education requires that students are as aware of their ethical responsibilities as they are their program content. Students must assume personal responsibility to ensure that their work is original and that it is properly referenced. The American Psychological Association’s Manual of Style is used as the guide for proper citation of work that is referenced by students in their research and writing.

Attendance/Participation and Late Work Policy (face-to-face and online)

Face-to-face or synchronous sessions: Attendance at all graduate sessions is expected, as is punctuality and adherence to deadlines and dates set for assignments and presentations. Students are responsible for all content and assignments due when absent. The instructor must approve anticipated absences in advance. It is an expectation at the graduate level that absences from class should only be taken for emergencies or mandatory work requirements. If the absence is due to a sudden or unexpected event, the student should contact the instructor as soon as possible following the class session. Students at the graduate level should expect that an absence from a class session in which a major assignment, presentation, or assessment is scheduled could result in a significant consequence or additional requirements as determined at the discretion of the instructor.

Online courses or asynchronous sessions: Student participation is expected on a frequent basis from the date the course opens and throughout the course. Assignments must be submitted by the required date. The course facilitator will provide a schedule for assignment and discussions. **Late discussions are not accepted for partial credit after the dates set for each unit.**

Late Assignments: Assignments submitted after the due date will result in point or grade reductions, which can vary depending on the nature of the assignment and the instructor's policies. Late assignments are typically graded down one grade increment for each day after the due date, unless the student has contacted the instructor before the due date to ask for an extension. Granting extensions for assignments and the acceptance of late work are at the discretion of the instructor.

Penalties levied by the instructor in accordance with this policy are not subject to grievance by the students.

Graduate Course Expectations

All coursework must be completed and submitted when due in a manner consistent with the high expectations of a graduate level student.

Required Reference Format: All students are expected to follow the most current APA guidelines for giving credit to and citing Internet and non-Internet sources and references. Please be aware that points will be deducted for reference citations that do not follow APA format or do not give proper credit to all relevant sources, whether used as a reference or quoted directly. All sources are to be cited within the body of the assignment and matched to a full reference on a separate reference page that follows APA format.

Reference Text:

American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author.

APA Online References: <http://apastyle.apa.org/> <http://owl.english.purdue.edu/owl/resource/560/01/>

Course Technology Integration

Graduate level courses are offered in a hybrid format with both face-to-face and online sessions. The course management system that Wilkes University uses for online courses is Desire2Learn.

Required Hardware: To access e-learning courses, a multimedia-class computer with Internet connectivity is required. To find about more specific requirements (for PCs and Macs) review Wilkes University's eLearning Technical Support Pages.

Required Software: Please consult Wilkes University's eLearning Technical Support Pages for information about specific Internet browsers. If you are unsure what Internet browser version you are running and which

plug-ins or ancillary players are currently installed on your computer, visit the Browser Tester. The following software applications are necessary for this course: Word, Excel, PowerPoint, access to either Windows Media Player or QuickTime.

Help Desk: For technical assistance, go to <http://wilkes.edu/about-wilkes/offices-and-administration/information-technology-services/index.aspx> or contact the Wilkes University Help Desk at 1-570-408-4357 (HELP) or 1-866-264-1462.

Academic Supports

Library Access: Wilkes offers an online library service that you can access from home. The library is available online at <http://www.wilkes.edu/library>. Students can search the online catalog, browse periodical databases, view full-text articles, submit an interlibrary loan, ask a reference question, and much more.

The online article search is available to anyone currently enrolled in or affiliated with Wilkes University. All article searches are free. Click on the database that you would like to search at <http://wilkes.beta.libguides.com/library/databases>

Wilkes Library Guides (LibGuides) provide discipline-specific research assistance, subject guides, and useful resources are available. The direct link to the Graduate Education LibGuide is <http://wilkes.libguides.com/gradeducation>

Please note that if students are not on Wilkes campus, a log in to some of the databases may be required using the Wilkes email username (without “@wilkes.edu”) and password to gain access. Those databases followed by an * require a special password, whether on campus or off campus. Please contact the library reference desk at 570-408-4250 for additional information. Students should contact the Wilkes Help Desk to obtain forgotten passwords.

Writing: The Writing Center, located in the lower level of the Library, is available to all Wilkes students and provides free assistance in all aspects of writing and communication, including the required APA format. Contact the Writing Center: 1-570-408-2753 or online at <http://www.wilkes.edu/resources/writing>

Disability Accommodations: Wilkes University provides disability support services (DSS) and coordinates academic accommodations through University College. Any student with a documented disability (chronic medical, physical, learning, psychological) needing academic accommodations, as addressed by the American with Disabilities Act (ADA), must contact the University College to request accommodations. Current and qualifying documentation of the disability will be required. University College will determine reasonable accommodations in conjunction with course instructors and possibly other personnel. Both the student’s needs and the essential components of course or program learning experience will be considered when determining reasonable accommodations. Students who do not follow the identified process will not be regarded by the University as having a disability. Contact: 570-408-4153 for more information.

Wilkes Graduate Education Program

Identity Authentication: The university and students share a joint responsibility to ensure that each student’s contribution in an online course activity comes from that student alone. For the student this responsibility has two parts: Students are responsible for positively ensuring that every contribution to an online course created with the students’ Wilkes University computer account is made by the student alone. Contributions covered under this policy include: written assignments; quiz and exam submissions; discussion forum postings; live participation in text-based chat sessions, phone conferences, and videoconferences. If a student allows another person to write or make any kind of submission to an online activity in the student’s name, then this constitutes

cheating and will be treated as a violation of academic honesty.

Students are responsible for ensuring the integrity of their Wilkes University computer account security by following the actions required of them by the university's IT Security Policy (Appendix A: Security Guidelines for Electronic and Technology Resources) and the Acceptable Use Policy. These actions include keeping passcodes private, updating passcodes when required by the university network, and reporting breaches of the security policy to the IT Helpdesk.

Program Evaluation: Wilkes University Graduate Education Programs are fully accredited by both Middle States and the PA Department of Education. As such, it is sometimes necessary to collect student work for examination by program reviewers. By virtue of this statement, notification is given to all students that their work may be collected and used as artifacts to support program goals and as such may be reviewed by external evaluators. The review process is for program evaluation only and in no way will materials be utilized for any other purpose or gain. Students may decline to participate in this process by giving a written and signed note to their respective instructor at the beginning of each course.

Act 48 or Act 45: Wilkes University will automatically submit (90) Act 48 or 45 credits to PDE approximately 4-6 weeks after students receive final course grades. Students can check credits recorded at the PDE site: <https://www.perms.ed.state.pa.us/>