

## **Class syllabus**

### **Teaching & Training**

#### **Level 2, 2020-2021**

Welcome to Teaching and Training! Get ready for a challenging but awesome year. I am so excited to get to know you and to help you explore topics and careers in education including social work, counseling and many others.

#### **Bring to Class**

- \* Binder or folder
- \* Pens/pencils
- \* Highlighters
- \* Loose-leaf paper, college ruled or notebook for lectures

#### **Distance learning/ at home day**

Distance learners will be required to attend lectures via Zoom on day assigned. Active participation is encouraged and required.

All assignments and PowerPoints will be on Teams and updated weekly.

Any questions or concern with class assignments can be addressed via email or private Zoom meeting upon request.

#### **Class Expectations**

1. Listen to the teacher and ignore others who try to distract you!
2. Follow directions. Listening and following directions are important skills to develop during school as it prepares students for future learning and employment.
3. Keep a positive attitude. Don't judge a person or assignment too soon.
4. Be proactive. Plan ahead. Do not assume you will get an extension on a project if you ask for one.
5. Be prepared. You must be ready to work and participate.
6. Ask for help. I can't help you if you are silent when confused!

7. Be respectful and considerate. Being considerate of others demonstrates cooperation.
8. Put away your phone! There may be time during class to use your phone. This time is a privilege and up to my discretion.

### **Absences**

The WCSD Attendance Policy will be strictly enforced. If you miss a class for any reason, here's what to do:

- \* Look in the Make-Up Work file in the front of the room to check for missed assignments.
- \* Turn in any projects or assignments that were due on the day(s) you were absent.
- \* Be prepared to take a missed quiz or test ASAP. You are not guaranteed extra days to study.
- \* Participatory/contributive activities such as group work, guest speakers, etc. can not be duplicated in make-up work. See me for an alternative assignment.

### **Grading**

- \* Class Work/Projects/Homework: 40%
- \* Quizzes/Tests: 40%
- \* Final Exam: 20%

### **Getting Help**

There's more than one way!

- \* Before school: I am usually on campus by 7:30 am - - schedule an appointment in advance as this is a busy time.
- \* At lunch: I am usually in room 103 during this time. Feel free to stop by – you may bring your lunch. 😊

Dena Locke

[dlocke@washoeschools.net](mailto:dlocke@washoeschools.net)

Remind code: @bkhb8g