Dear Early Childhood Education 202 Student,

Welcome to Early Childhood Education 202, Advanced Supervision and Administration of Children’s Programs. This course provides the opportunity to learn techniques in hiring and training staff. It covers philosophies of management and staff relations including team building and human resources development. It meets one of the requirements for the Child Development Permit for Site Supervisor or Program Director needed in Title V programs.

In order to take this class, you must have access to a computer, reliable Internet services and e-mail. All communications are done through e-mail and discussion boards. You can use your own computer and there are also several places on campus, and local libraries that you may access a computer if you are having problems with your computer. You will need to access the course 3-4 days per week to be successful.

This course should be fun and challenging. You will have the opportunity to interact with your classmates and network with other professionals in your field. The course uses Blackboard 9 course management system. You can find the link on the College of the Canyons home page. The first day of the course is Monday, August 25th, 2014. Any student who has not participated (logged in) the first day will be dropped as a No Show.

If you are running into technical difficulties on the 1st day of class, please contact me asap, so that you are not dropped from the class. I will be available on a regular basis and will attempt to respond to your e-mails within 24 - 48 hours.
You may find the following links helpful for your success in the course:

For Blackboard log in:

http://www.canyons.edu/offices/distance_learning/BBSupport/BbLogin.asp

Distance Learning home page:

http://www.canyons.edu/distancelearning

Online Learning readiness assessment:

http://www.canyons.edu/offices/distant_learning(dl/assessments.asp

Counseling 070 information:

http://www.canyons.edu/offices/distance_learning/info/COUNSO70.asp

Your textbook is Developing and Administering a Child Care and Education Program, Sciarra, Dorothy June, Dorsey, Anne G., & Lynch, Ellen. Wadsworth Cenage Learning, 8th Edition.

Again, welcome to the course! I look forward to having you online.

Sincerely,

Wendy Ruiz

Wendy.ruiz@canyons.edu

661-363-3510