Course: Introduction to the Theory, Practice and Research Concerning Child Maltreatment

Professor: G. Anne Bogat, PhD
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Class Start and End Dates: July 2, 2018 – August 16, 2018

Office Hours: Videochat by appointment arranged via email

MSU Desire2Learn (D2L) Help-Line: 1-844-678-6200 (toll-free) or (517) 432-6200 (local)

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I. REQUIRED TEXTBOOK


You may purchase the textbook at the bookstores on campus. One option is the Student Bookstore located at 421 E. Grand River Ave East Lansing, MI 48823 Phone: 517-351-4210 or on-line at http://www.sbsmsu.com/.

II. PURPOSE

This online course focuses on child maltreatment and provides a broad introduction to its history, the legal framework, interventions, and other pertinent issues (e.g., child advocacy). Theory, research, and practice regarding child maltreatment, including controversies in the field, empirically-validated treatments, and future directions will be covered.

Relevant readings and power point presentations and/or lectures will be available for each class session. There will be 3 exams. A final research paper is required.

III. HOW AN ONLINE COURSE WORKS

The entire course will be held using the D2L course management system at MSU. There will be no physical classes to attend. Since this course is completely online, you need to make sure that you will have consistent access to the Internet throughout the course. This course requires a high speed internet connection. It also requires various software programs to see/hear all the course material. You need to be on a computer that allows downloads of free browser plug ins so that you can watch movies and listen to lectures. This means that many public library computers are not appropriate unless you have verified that they have the necessary software.

Also, the professor interacts with the students through email and postings on the D2L site. No in person meetings take place.

Vacations or out-of–the-country projects do not fit well with accelerated summer courses, face-to-face or online. **The professor cannot make accommodation for your vacation or out-of-the-country project.** Remember each week of an accelerated session is equivalent to two weeks of a regular semester! If your internet plans fall through during a vacation then you may miss turning in an assignment or taking a test. **This course is NOT self-paced. There ARE due dates for various assignments, and exams take place during a specified 24 hour period.**

All examinations, lectures, and powerpoints are on the D2L system. All final papers will be submitted in the Final Paper drop box on the course D2L website. Please read the following carefully.
The D2L System

The D2L site is: www.d2l.msu.edu. In order to login to the system you will need your MSU username and password. Please contact the MSU Registrar’s Office (517-432-3952) if you do not have an MSU username and password.

If there is a problem during an exam, or when submitting an assignment, report it as soon as possible to the MSU HELP LINE at Local: (517) 432-6200 or Toll Free: (844) 678-6200. They will log the problem and, in turn, report it to me. These technical problems should be reported immediately.

****Keep the HELP LINE #s by your computer in case there is a problem. ****

Learn how to clear the cache and cookies on your browser – that resolves many problems!

Before you begin an exam:
1. Clear your cache and cookies by going into the Tools tab in Firefox.
2. Choose “Clear Private Data” and check two boxes, “Cache” and “Cookies”.
3. Click on “Clear Private Data Now”.
4. Log into D2L and begin your exam.

If you have questions during the course. . .

1. First, check the FAQ discussion board. Another student may have had the same question earlier in the course, and you won’t have to wait for your answer!
2. If your question/answer is not in the FAQ, then post it, if it is a question that may interest other students.
3. Email the professor directly if the question is about something related specifically to you or your situation.

Response Time Expectations: Professor Bogat will respond to your posts within 24 hours.

You can subscribe to the class FAQ so that you get an email of each posting. You will know when you have an unread post by looking at the red flag indicator at the top of the D2L screen.

Required Online Orientation inside your D2L Course

Every student enrolled in Psychology 493 is required to read the orientation information for this course. Click on the “Contents” folder at the top part of the page. Then click on “Begin Here! 2018 Orientation Materials.” Even if you have taken the training course for prior online courses, you are required to take it again for this course.
The material in “Begin Here! 2016 Orientation Materials” has the essential information you will need to navigate the D2L system and the course. At the end of this folder is a short quiz that you must take. The quiz tests your basic knowledge of the D2L system. You will need to click on the Day One Orientation Quiz link to access this quiz. **Please note: You cannot begin the course and access course materials until you get 85% of the answers correct.** If you do not get a score of 85% on your first try, you can keep taking the quiz until you do. However, every time you re-take the quiz, you will need to re-review the D2L course orientation. **Your score on the quiz is not included in your grade.** We have you take the orientation course and the quiz so that you are comfortable navigating the D2L system. Learning about D2L before you begin will help avoid later problems.

The password from the syllabus that you will need to know when you take the quiz is: **maltreatment**

**Student Tracking on D2L**
D2L tracks all student login information. It keeps a record of when you log in to D2L and when you log out. It also records when you begin an exam and when you submit it. This helps us resolve problems that might arise with the D2L system. You should know, however, that the professor cannot view student activity except in the course content area. That is, the professor cannot view anything you put in the “My Content” area.

**Course Announcements**
All time sensitive assignments will be highlighted in the course schedule at the end of this syllabus and on the course calendar in D2L. Reminders for examinations and course assignments will also be posted in D2L in the course announcement section.

**IV. Important Exam Information**

**Deciding when to take your exams**

Exams are available to take during a 24 hour period—from 5pm one day to 5pm the following day. You have 60 minutes to take each exam. In order to get the full number of minutes for an exam you have to count backward from the closing time. Students sometimes ask, "How does D2L handle a situation if you start an exam shortly before the closing time? Do I still get the number of possible minutes for the exam or does it close at the time that the quiz was set to close?"

Example: The exam ends Friday at 5:00 pm. You realize at 4:30 on Friday that you never took the exam. Unfortunately you will only have 30 minutes to take the test. D2L will close the exam at 5:00 - even if you aren't done and even though you didn't get the full time. When the time is up in terms of minutes OR in terms of the designated closing time then that exam is over. This example is based on the time at MSU. **Make sure you convert the time to your own time**
zone! For example, if you live in California while taking this course, note that all the times listed in the syllabus are 3 hours earlier on the West Coast! You still have 24 hours but the time frame will be slightly different depending on your location. D2L will make time zone conversions for you. Go to the pull down arrow by your name and select “Account Settings”. Go to “Time Zone”. Choose your continent and time zone and then scroll down and click on the “Save and Close” button.

D2L closings are precise! When an exam lists a closing time then after that time the exam will no longer be available. The answer to the question, “Do I still get the total number of possible minutes for the quiz?” is “No”.

Assessment Method for Your Exams

The exam method used in this course is one that enhances exam security during online testing. It is called “Single-question, no backtrack.” In this type of test, one question is delivered at a time. A student answers each question and then submits his/her answer. Then the next question is presented. It is not possible to go back to previous questions.

This method requires a different strategy for test taking. You may have learned to answer all the questions that you know and then go back to the others. This strategy is not possible in a single-question, no backtrack testing method. On the other hand, since this course uses open-book testing many students find that those questions about which they had doubts are the ones that they want to look up in the book. However, please note that it will be impossible to look up every question on the exam. You must study.

If single-question no backtrack (open book testing) sounds like a method with which you will be comfortable, then this online class is probably a good fit for your assessment style. If it doesn’t fit your style then wait, and take the class face-to-face.

V. GRADING

Grades will be based on 3 exams and a research paper. Information about each of these is described below.

Examinations
There will be 3 exams that each consist of 50 multiple choice questions. Each multiple choice question is worth 1 point. Students will be allowed 60 minutes to take each exam.

Please plan carefully. The closing time is very important. You must start the exam so that you give yourself sufficient time to complete the exam by the closing time of 5 p.m. Once time is up, if you have not pressed the submit button, the test will automatically be submitted for you. Once you start an exam you must complete it; you cannot save it and continue it at a different
time. You also cannot have another browser window open when you are taking the exam. This can lead D2L to skip questions or close your exam.

As noted above, there is a tracking system in D2L for your protection and ours; it lets us know when exams were begun and submitted. All discrepancies between the student’s report and the D2L system will be investigated by the professor.

If there is a problem during an examination report it as soon as possible to the MSU helpline at Local: (517) 432-6200 or Toll Free: (844) 678-6200. They will log the problem and, in turn, report it to the professor.

Because of the generous amount of time allotted for students to take each exam, there will not be a need to offer make ups. There are only two exceptions to this rule: students who have a significant illness or who have a serious family problem (e.g., death, funeral). Students will be required to document the veracity of these incidents if they request a make-up exam. Students who do not provide adequate documentation will receive a grade of zero for that exam. Submit the documentation by attaching it to an email or by following one of the two procedures below:

PROCEDURE 1:
1. FAX the information to: 517-432-2476.
2. Include a cover sheet that says:
   To: Dr. Bogat
   From: [your name]
   Subject: Psy 493 Missed Exam Documentation.
3. Then send an email to Dr. Bogat (bogat@d2l.msu.edu) to let her know you have faxed information to the number above.

PROCEDURE 2:
1. Scan your documentation into a pdf or word file.
2. Email Dr. Bogat (bogat@msu.edu), and attach the file to the email.

PSY 493 Grading Scale

<table>
<thead>
<tr>
<th>Course Requirements</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>50</td>
</tr>
<tr>
<td>Exam 2</td>
<td>50</td>
</tr>
<tr>
<td>Final Examination</td>
<td>50</td>
</tr>
<tr>
<td>Research Paper</td>
<td>50</td>
</tr>
<tr>
<td><strong>Possible Total</strong></td>
<td><strong>200</strong></td>
</tr>
</tbody>
</table>
Your final grade will be calculated based upon the total number of points you have accumulated across the semester.

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>180-200</td>
<td>4.0</td>
</tr>
<tr>
<td>170-179</td>
<td>3.5</td>
</tr>
<tr>
<td>160-169</td>
<td>3.0</td>
</tr>
<tr>
<td>150-159</td>
<td>2.5</td>
</tr>
<tr>
<td>140-149</td>
<td>2.0</td>
</tr>
<tr>
<td>130-139</td>
<td>1.5</td>
</tr>
<tr>
<td>120-129</td>
<td>1.0</td>
</tr>
<tr>
<td>&lt; 128</td>
<td>0</td>
</tr>
</tbody>
</table>

How do I view my grades in D2L?
1. Select your course
2. Click the Assessments dropdown
3. Select Grades

Grade Appeals
The professor cannot let you see online exams after you have taken them. This is to minimize chances of academic dishonesty—that is, it prevents students from posting questions on various websites (which is cheating).

If you wish to talk to the professor about the exam or about specific questions on the exam, we can do so via telephone or video conference. Please email the professor to set up this appointment.

MSU Summer Final Exam Schedule and Policies

All Summer Session courses have their finals on the last day of class. Please make a note of this and plan for a day off of work or other activities. MSU policy states: "No student should be required to take more than two examinations during any one day of the final examination period". In order to avoid this problem I am scheduling the final to begin on Wednesday night. It seems unlikely that anyone will have more than two finals on Wednesday AND on Thursday!

Another MSU final exam policy that is important to know:
“A student absent from a final examination without a satisfactory explanation will receive a grade of 0.0 on the numerical system, NC on the CR-NC system, or an N in the case of a course authorized for grading on the P-N system. Students unable to take a final examination because of illness or other reason over which they have no control should notify the assistant deans of their colleges immediately.”
http://www.reg.msu.edu/ROInfo/Calendar/FinalExam.asp
VI. RESEARCH PAPER

The research paper is due on **August 10, 2018 at 5pm**. There are no exceptions. You have several deadlines related to the paper prior to August 10. Points will be deducted if you fail to meet the deadlines prior to submission of the final paper.

**July 9**—latest date by which you email me the topic of your paper for approval. You must provide a tentative title for the paper and a brief description of what you will write about. Put this information in a file and put it in the Paper Topic dropbox on the D2L course site. Check my comments. I will either approve the topic or ask you to think of something different. **YOU MUST HAVE AN APPROVED topic no later than July 16.**

One way to choose a topic is to look at the chapter headings in the book or the index in the back of the book. Another way is to read a bit about child maltreatment on the internet to find what interests you the most. Some ideas for topics:

- What are the best procedures to interview children suspected of being maltreated?
- Children with disabilities and child maltreatment
- Short term consequences of child sexual abuse
- Is separating children from parents at the U.S. border child abuse?

These are ideas. You are encouraged to choose your own topic.

**July 23**—latest date by which you send me 10 complete references (authors, title of article, journal name, journal volume, page #s and abstract) you will use when writing your paper. I must approve these. Please put these in a file and then add them to the REFERENCES dropbox on the D2L course site. Check my comments after you submit. **99% of students are asked to revise their references, so we may go back and forth a few times before your 10 references are approved.** We correspond with each other through dropbox. **YOUR 10 FINAL REFERENCES MUST BE APPROVED NO LATER THAN July 30.**

References must come from ProQuest or Medline. You cannot use web pages as references. Make sure that your references cover enough information about your topic that you can write a paper that is 10 pages in length. I explain below how to conduct a literature review.

**August 3**—latest date by which you send me a draft of your paper for feedback. You do not have to submit a draft, but if you wish to receive feedback as you complete your paper, it must be by this date. Put the file of the draft of your paper in the Paper Draft dropbox on the D2L course site.

**August 10**—final papers must be submitted on this date by 5pm. Papers received after this date will be penalized ½ of a grade for each day late.
Your paper must be submitted in the FINAL PAPER dropbox on the D2L class website. This is a private area where the paper will be graded. Only you can see your grade. Each paper will be submitted to Turnitin to check for academic integrity. **DO NOT PUT YOUR NAME OR STUDENT # ON YOUR PAPER!!!** You are encouraged to submit your paper prior to the deadline to check for plagiarism. I only read the final paper that you submit. Please read the next paragraphs carefully, as Turnitin is described in detail.

**TURNITIN**

“Consistent with MSU's efforts to enhance student learning, foster honesty, and maintain integrity in our academic processes, I have chosen to use a tool called Turnitin to compare your papers with multiple sources. The tool will compare each paper you submit to an extensive database of prior publications and papers, providing links to possible matches and a 'similarity score.' The tool does not determine whether plagiarism has occurred or not. Instead, I will make a complete assessment and judge the originality of your work. All submissions to this course may be checked using this tool.

You should submit papers to Turnitin Dropboxes **without identifying information included in the paper** (e.g., name or student number), the [Desire 2 Learn] system will automatically show this information to me when I view the submission, but the information will not be retained by Turnitin. If you forget and submit your paper with your identifying information on it, it will be retained in the Turnitin repository. Your submissions will be retained in the Global Turnitin repository.

In choosing to use Turnitin in our class, I have agreed to follow five guidelines. They are:

1. I will use Turnitin as part of a balanced approach to encourage academic integrity and foster student success.
2. I will openly disclose use of Turnitin in this course on the syllabus and at the time assignments are announced.
3. For a given assignment, I will use Turnitin for all papers.
4. I will make the final determination of originality and integrity.
5. To ensure privacy, I will ask students to remove identification (e.g., names and student numbers) from submissions.

If you have any questions about the use of Turnitin in this course, please bring them to my attention.

**VII. ISSUES OF ACADEMIC INTEGRITY AND POLICY ON CHEATING**

Students taking this course are expected to adhere to the highest ethical conduct. Students may not assist other students taking the exams, either by sitting with them when they take the
exam or by sending or posting exam answers. Anyone caught cheating or plagiarizing will automatically receive a failing grade (0.0) for the exam or paper.

Every student is held responsible for knowing the academic integrity policy at MSU. Links to the policy can be found at https://www.msu.edu/~ombud/academic-integrity/index.html

Look through the folder on the D2L site for some explanations about academic integrity.

Here are some examples of academic dishonesty:
- Have another student provide academic assistance or coaching during an online exam
- Have another person take an exam for you
- Copy questions or answers from your online exam and share them with another student
- Copy questions or answers from your online exam and post them on a website for others to view
- Get questions and/or answers from students who have already taken an exam you are scheduled to take

Below are some definitions of plagiarism – make sure you avoid it! If you aren’t sure about your methods for paraphrasing then just let me know, and I can give you detailed examples.

“a piece of writing that has been copied from someone else and is presented as being your own work” (Webster’s Dictionary Online)

“the appropriation of another person’s ideas, processes, results, or words without giving appropriate credit” (White House Office of Sciences and Technology Policy on Misconduct on Research)

Information about cheating from the student’s point of view can be found by reading the Student Academic Integrity FAQs on our Office of the Ombudsperson page https://www.msu.edu/~ombud/academic-integrity/student-faq.html

Finally, I encourage you to take (or review if you have taken it), the Spartan Code of Honor. https://honorcode.msu.edu/#sthash.BJVxS3Q.dpuf

Unfortunately as online courses have become more popular, online cheating has become more common. There are student-based websites that seem to foster and promote academic dishonesty. Please be advised that these sites are known to faculty members who are updated on their contents on a regular basis by honest students and others concerned with academic integrity. We want to make sure that a diploma from MSU is meaningful to those outside of our academic community! You are not authorized to use the “all MSU” Web site or any other student-based website to complete any course work. You are not allowed to purchase or use papers written by someone else for your assignments in this course.
Ignorance or misunderstanding of the honesty policy will not serve as an excuse for academic dishonesty. Scholastic dishonesty will be prosecuted to the fullest extent in this class. That means you get a 0.0 on the exam or paper and a letter is sent to the dean of your college and to the dean of the College of Social Sciences about the incident. If this is your first offense, you will be required to take a remedial online class on plagiarism and cheating in order to remove the record of scholastic dishonesty from your permanent record. A request for your dean to call for a disciplinary hearing to impose sanctions beyond that imposed by the instructor of the course could occur in some cases of academic dishonesty.

VIII. ACCOMMODATIONS FOR DISABILITIES

Students with disabilities should contact the Resource Center for Persons with Disabilities to establish reasonable accommodations. For an appointment with a counselor, call 517-353-9642 (voice) or 517-355-1293 (TTY). Visit the RCPD website at https://www.rcpd.msu.edu/ or send them an email at rcpd@msu.edu.

Send Dr. Bogat your VISA document by email on or before the first day of class.

IX. COURSE UNITS

The course is organized into weekly Units.

Readings
All reading assignments come from the course textbook. The list of which chapters should be read each week is listed below. Information in the textbook and/or presented within course powerpoints will be on the exams.

Powerpoints
For each chapter topic, information which includes one or more power point presentations. Information from power points will be on the exams.

X. COURSE SCHEDULE

WEEK 1: July 2
Chapter 1: HISTORY AND DEFINITIONS OF CHILD MALTREATMENT

WEEK 2: July 9
JULY 9: Latest date by which you must choose the topic of your paper. Put the topic—title and brief description of the paper—in the PAPER TOPIC dropbox on the course website. The topic must be approved. Check the dropbox for professor’s comments after you submit, as your topic may or may not be approved. Students must continue to submit topics to the dropbox until the professor approves the topic. Your topic must receive final approval no later than July 16!!

Chapter 2: THE STUDY OF CHILD MALTREATMENT: THEORETICAL AND METHODOLOGICAL ISSUES
Chapter 3: CHILD PHYSICAL ABUSE

WEEK 3: July 16

EXAM 1: You will be tested on lectures and Chapters 1, 2 and 3. Exam opens on July 16 5pm and closes July 17 5pm.

Chapter 4: CHILD SEXUAL ABUSE

WEEK 4: July 23

July 23—latest date by which you send the professor 10 references you will use when writing your paper. Put the references in the REFERENCES dropbox. You must include, for each reference, the authors, title of article, title of journal, volume of journal, page #s AND the abstract. You must number each of the references. You must use the form on the course website under “Paper Information” to submit the 10 references. The references must be approved. Check dropbox for professor’s comments after you submit, as your references may or may not be approved. Students must find new references to substitute for the ones that are not approved. These new references also must be approved. YOU MUST HAVE ALL REFERENCES APPROVED BY JULY 30!!

Chapter 5: CHILD NEGLECT
Chapter 6: CHILD PSYCHOLOGICAL MALTREATMENT

WEEK 5: July 30

EXAM 2: You will be tested on lectures and Chapters 4, 5, and 6. Exam opens on July 30 5pm and closes July 31 5pm.

Chapter 7: ADDITIONAL FORMS OF CHILD MALTREATMENT

August 3—latest date by which you send the professor a draft of your paper for feedback. Put the draft in the PAPER DRAFT dropbox. You do not have to submit a
If you wish to receive feedback before you complete your paper, it must be submitted by this date.

**WEEK 6: August 6**

Chapter 8: KEY ISSUES IN RESPONDING TO CHILD MALTREATMENT  
Chapter 9: CONTROVERSIAL ISSUES IN THE STUDY OF CHILD MALTREATMENT  

**August 10**—final papers must be submitted on this date by 5pm. Put the paper in the FINAL PAPER dropbox. Papers received after this date and time will be penalized ½ of a grade for each day late.

**Week 7: August 13**

**EXAM 3:** You will be tested on lectures and Chapters 7, 8, and 9. Exam opens on August 15 5pm and closes August 16 5pm.

*This syllabus is subject to modification. Any modification will be posted to the course web site at least one week prior to implementation. It is the responsibility of the student to regularly check the course web site for additional materials and course updates.

**Some text for this syllabus was borrowed with permission.**

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Keep the D2L help numbers by your computer in case there is a problem. Print a copy of this syllabus so that you have this information handy in case there are problems with accessing D2L.