



MIDWESTERN STATE UNIVERSITY

A Member of the Texas Tech University System

Course Syllabus: General Teaching Methods in Elementary School

Gordon T. & Ellen West College of Education

EDUC 4023--X10

Fall 2025, August 25 – December 12

Contact Information

Instructor: Mrs. Angie Bullard Office: Bridwell 210 Office Phone: 940-397-4136 E-mail: angela.bullard@msutexas.edu	Office hours: Tuesday 10:00 am – 11:00 am Wednesday 10:00 am – 1:00 pm Thursday 10:00 am – 11:00 am *Other times available by request
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Instructor Response Policy

The most reliable way to reach me is via email. I make every effort to respond within 24 hours. At most, you can expect a reply within 48 hours (or two business days). Messages sent over the weekend will be answered on the following Monday.

Textbook & Instructional Materials

Effective Teaching Methods: 10th Edition: Research-Based Practices by Gary D. Borich
Documents Uploaded to D2L as required through the semester.

Course Description

This course focuses on models of instructional planning and assessment strategies for teaching in elementary, middle, and secondary schools with emphasis on content specific strategies and learning with technology. This course may not be used for students seeking teacher certification.

Course Objectives

This course is designed to prepare you to teach in the elementary/early middle school. The course will introduce you to the profession of teaching. This course provides the necessary foundation needed by future teachers to gain the pedagogical knowledge, skills, and dispositions needed to be an effective teacher. The primary goal of this course is to provide you with research- based effective teaching practices in a practical, realistic, and conversational manner.

Study Hours and Tutoring Assistance

The TASP offers a schedule of selected subjects tutoring assistance. Please contact the TASP, (940)397-4684, or visit the ASC homepage for more information. [Tutoring & Academics Supports Programs](#)

Student Handbook

Refer to: **Student Handbook** which can be found on the Office of Student Rights and Responsibilities

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

AI / Chat GPT

Artificial intelligence (AI) can be a valuable tool in academic writing, offering support with brainstorming, organization, and clarity; however, it must be used ethically, accurately, and responsibly.

In a collegiate environment, all students are expected to demonstrate academic integrity and develop their own voice in writing. Since writing, analytical, and critical thinking skills are central to the learning outcomes of this course, all writing assignments must be prepared by the student. Developing strong competencies in these areas will prepare you for success in a competitive workplace.

While AI tools serve as helpful resources to guide learning and improve communication, they should never replace a student's own original work. Copying and pasting directly from AI tools or submitting AI-generated content as your own constitutes plagiarism and will not be tolerated. If AI is used, its use must be disclosed within the assignment. Ultimately, academic work should reflect your own thinking and writing.

Grading/Assessment

Table 1: Points allocated to each assignment.

Assignments	Grade Points
Technology/Written Assignments	130 points
Quizzes	450 points
Discussion Board Participation (Weekly)	420 points
TOTAL	1000 points

Table 2: Total points for final grade.

Grade	Percentage	Points
A	90% - 100%	900-1000
B	80% - 89%	800-899
C	70% - 79%	700-799
D	60% - 69%	600-699
F	Below 59%	Below 600

Assignments

There will be written assignments as well as technology presentation assignments in this course. Details are described within D2L.

Quizzes

You will have quizzes throughout the semester that cover various chapters from your textbook. They will be open book. **YOU MUST HAVE THE TEXTBOOK FOR THIS CLASS.**

Mid-Term and Final Exam

There is no Mid-Term or Final exam. There is a final reflection assignment at the end of the class.

Extra Credit

Extra Credit will not be offered in this class. Any change in this policy will be dependent upon opportunities and instructor preferences.

Late Work

Late work will receive a 25% deduction per day per assignment (including Saturday and Monday). This means if the assignment is for 100 points, you can make a maximum score of 75 after one day, 50 after two days, 25 after three days, and zero after 4 days if all your answers are correct. ***There is NO credit for late submissions on discussion boards!** If there are any issues or you are confused about an assignment, contact me **BEFORE** the assignment is due (at least 24 to 48 hours before the assignment is due). Time shown on D2L, or email will be used.

Please note: This class requires you to have access to a computer (with Internet access) to check for class news updates, materials, instructions, resources and upload your assignments in D2L. It is your responsibility to have (or have access to) a working computer in this class. Assignments are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time for submission.

Makeup Work/Tests

There will be no make-up or resubmissions allowed on assignments, quizzes, discussion boards, or any other activity in class.

Important Dates

Last day for term schedule changes: 8/28/2025

Deadline to file for graduation: December graduation 9/22/2025

Last Day to drop with a grade of "W:" 11/24/2025 by 4 PM

Refer to: [Drops, Withdrawals & Void](#)

Refer to the [Academic calendar](#) for more details.

Desire-to-Learn (D2L)

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. *If you experience difficulties, please contact the technicians listed for the program or contact your instructor.* **Do not wait until the last minute to submit the assignment.**

Please note: This class requires you to have access to a computer (with Internet access) to complete weekly activities, check for class news updates, have access to materials, instructions, resources and to upload your assignments in D2L. It is your responsibility to have (or have access to) a working computer in this class. **Assignments are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time for submission. Each time you log into D2L is documented. You should open D2L often to reference content, materials, and updates.**

Computers are available on campus in various areas of the buildings as well as the Academic Success Center. *Again, your computer being down is not an excuse for missing a deadline!!* There are many places to access your class! If you have technical difficulties in the course, there is also a student helpdesk available to you. The college cannot work directly on student computers due to both liability and resource limitations however they are able to help you get connected to our online services. *For help, log into [D2L](#).*

Attendance / Absence Policy

Professional teachers are dependable, reliable, and responsible. Therefore, candidates are expected to login to D2L each week. Regular online participation is required. This includes discussions and assignments. Please review the discussion guidelines and participate in discussions in a timely manner according to the discussion guidelines. Professional dialogue opportunities are part of this class; participation will be considered part of the grade.

Please note: Taking an online class requires you to have access to a computer (with Internet access) to check for news updates, materials, instructions, resources and upload your assignments in D2L. It is your responsibility to have (or have access to) a working computer in this class. **Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.** Failure to login will result in an absence. After an absence from the course, it is imperative that a student schedule an appointment with the course instructor to discuss attendance.

Students are expected to log into D2L at least 3 times per week. This demonstrates the student is dependable, reliable, and responsible. Students are also expected to participate in all class activities and discussions each week. If a student fails to log in each week, this is considered evidence of a lack of dependability, and is taken seriously. It is the student's responsibility to make up for any missed assignments. Discussion boards cannot be made up.

In the event that a class member is "absent", for whatever reason, that individual assumes responsibility for contacting the instructor to account for missed work and to turn in work. If a student is unable to participate, they have the responsibility to contact the instructor to turn in assignments. Tentative assignment due dates are listed on the course schedule. While the actual due dates may vary due to the flow of the class, all assignment due dates will be finalized and announced in D2L well in advance of the specific date. Late work, unless arrangements are made by the student and approved in advance by the instructor, will not be accepted for full credit.

Participation points will be deducted for a lack of weekly participation. You will be given a verbal or written warning prior to being dropped from the class.

Note: Late work will not be accepted for full credit unless arrangements are made by the student and approved in advance by the instructor.

As previously mentioned, cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given) will not be considered. Turnitin is used for the written assignments and D2L directly syncs with it (the student does not have to do anything). Each student will be able to see the plagiarism percentage and is welcome to make changes and resubmit **BEFORE** the due date. **Any plagiarism of 30% and above is too much! The assignment will be reduced by one letter grade for anything above 30%.**

Obligation to Report Sex Discrimination under State and Federal Law

Midwestern State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. State and federal law require University employees to report sex discrimination and sexual misconduct to the University's Office of Title IX. As a faculty member, I am required to report to the Title IX Coordinator any allegations, personally observed behavior, or other direct or indirect knowledge of conduct that reasonably may constitute sex discrimination or sexual misconduct, which includes sexual assault, sexual harassment, dating violence, or stalking, involving a student or employee. After a report is made, the office of Title IX will reach out to the affected student or employee in an effort to connect such person(s) with resources and options in addressing the allegations made in the report. You are also encouraged to report any incidents to the office of Title IX. You may do so by contacting:

Laura Hetrick, Title IX Coordinator, Sunwatcher Village Clubhouse.

940-397-4213, laura.hetrick@msutexas.edu

You may also file an online report 24/7 on the [Sexual Misconduct Report Form](#).

Should you wish to visit with someone about your experience in confidence, you may contact the MSU Counseling Center at 940-397-4618. For more information on the University's policy on Title IX or sexual misconduct, please visit the [MSU Sexual Misconduct Resource Page](#).

Instructor Drop

As per the College policies, an instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. Instructor will give the student a verbal or written warning prior to dropping the student from the class. The instructor-drop takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 8 weeks of this semester. After this period, the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

Inclement Weather

In the case of campus closure due to inclement weather, key decision-makers will monitor weather projections and communicate with local news agencies and WFISD leadership to make a delay or cancellation decision. The timeline is as follows:

Event	Time	Day	Decision
Inclement weather occurs during regular work/class day	3:30 PM	Day of inclement weather	Cancel classes/events after 5 PM
Overnight inclement weather expected	8 PM	Day before inclement weather	Close campus or delay opening
Delay called the day before but change to closure due to the extent of weather impact	6:15 AM	Day of delay	Close campus
No cancellation or delay decision made the night before	5:30 AM	Day after no decision made the night before	Close campus or delay opening

- Delay/closure times are as follows:
- MWF class day: Delay to either 10 AM or 11 AM; all classes prior to opening do not meet.
- Tu/Th class day: Delay to 11 AM; all classes prior to opening do not meet
- Saturday or Monday: Delay to either 10 AM or 11 AM; classes may start after campus is open.

Activity	Recommendation
Face-to-face or hybrid courses	Indicate in a syllabus statement whether the course will shift to fully online in inclement weather. A shift to online is not required, but is permitted as long as you describe your inclement weather practices in class and in your syllabus.
Online courses	Fully online courses may continue as scheduled, but should communicate course practices in syllabus statements and news items on D2L.
Graded assessments	If assessment deadlines coincide with the closure dates, Academic Affairs recommends delaying the deadline until after the campus reopens. A syllabus statement should state if deadlines will stand during closure.

Notification processes - Notification occurs through official campus channels and in communication with the local news networks. MSU channels include MSU Alert, MSU Safety app, Postmaster, and website headers. MSU Police and the Office of Marketing and Public Information. Information for all channels can be found at [MSU Ready](#).

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the [Schedule of Classes](#) each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exist in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Online Computer Requirements

As mentioned above, it is your responsibility to have (or have access to) a working computer in this class. Assignments are due by the due date, and personal computer technical difficulties will not be considered a reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.

Computers are available on campus in various areas of the buildings as well as the Academic Success Center. Your computer being down is not an excuse for missing a deadline!!

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Students with Disabilities:

Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from the University's Disability Support Services (DSS) Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodation(s) to a student until appropriate verification from DSS has been provided.

College Policies

Campus Carry Rules/Policies

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry Rules and Policies](#).

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: ["Run. Hide. Fight."](#)

COVID

Scientific data shows that being fully vaccinated is the most effective way to prevent and slow the spread of COVID-19 and has the greatest probability of avoiding serious illness if infected in all age groups. Although MSU Texas is not mandating vaccinations in compliance with Governor Abbott’s executive orders, we highly encourage eligible members of our community to get a vaccination. If you have questions or concerns about the vaccine, please contact your primary care physician or health care professional. Given the recent rise in cases, individuals are also strongly encouraged to wear facial coverings when indoors among groups of people, regardless of vaccination status. Although MSU Texas does not currently require facial coverings, they have been an effective strategy in slowing the spread.

Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University
Refer to: [MSU Catalog](#)

Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Other Expectations

Participation – It is not enough to just “show up.” In other words, you cannot give a minimal contribution to the discussion board and gain full credit overall. Be prepared to discuss the assigned chapters, contribute appropriately, and encourage the participation of your peers.

Preparation – Complete all assignments on time. Written assignments (whether submitted online or in class) will be discounted by 25% for each late day. Complete readings assigned prior to class in order to be able to participate in class discussions and activities.

Attitude – Demonstrate the following dispositions that are essential for learning:

- Curiosity (ask questions, look for additional answers, probe, reflect)
- Flexibility (take alternate points of view, be open-minded)
- Organization (plan ahead – literally, GET A PLANNER!)
- Patience (take time to reason, be persistent in efforts)
- Risk-taking (try things beyond your current repertoire)
- Passion (invest in ideas, processes, products, and most of all – other people)

Be aware that your attitude is conveyed to others by body language, conversation, neatness, completeness of work, willingness to assist and contribute and many other ways. A sense of humor and the ability to be flexible are crucial – not just in this class but from now on – that is the nature of the classroom.

Respect – Be considerate of others. Do not talk while others are talking; do not use foul language; behave in an ethical manner.

Course Schedule

Week #	Dates	Topics/Reading Monday – Sunday	Assignments and Discussion Boards Due on Mondays
Week 1	8/25-8/31	Introductions Syllabus Review	Due Fri 8/29 Initial Discussion Board Post(s) Due Sun 8/31 Discussion Board Responses Introduction Assignment & Intro Quiz
Week 2	9/1-7	Chapter 1	Due Fri 9/5 - Initial Discussion Board Post(s) Due Sun 9/7 Discussion Board Responses & Chapter Quiz
Week 3	9/8-14	Chapter 2	Due Fri 9/12 - Initial Discussion Board Post(s) Due Sun 9/14 Discussion Board Responses & Chapter Quiz
Week 4	9/15-21	Chapter 3	Due Fri 9/19 - Initial Discussion Board Post(s) Due Sun 9/21 Discussion Board Responses & Chapter Quiz
Week 5	9/22-28	Chapter 4	Due Fri 9/26 - Initial Discussion Board Post(s) Due Sun 9/28 Discussion Board Responses & Chapter Quiz
Week 6	9/29-10/5	Chapter 5	Due Fri 10/3 - Initial Discussion Board Post(s) Due Sun 10/5 Discussion Board Responses & Chapter Quiz
Week 7	10/6-12	Chapter 6	Due Fri 10/10 - Initial Discussion Board Post(s) Due Sun 10/12 Discussion Board Responses & Chapter Quiz
Week 8	10/13-19	Chapter 7	Due Fri 10/17 Initial Discussion Board Post(s) Due Sun 10/19 Discussion Board Responses & Chapter Quiz
Week 9	10/20-26	Chapter 8	Due Fri 10/24 Initial Discussion Board Post(s) Due Sun 10/26 Discussion Board Responses & Chapter Quiz
Week 10	10/27-11/2	Chapter 9	Due Fri 10/31 Initial Discussion Board Post(s) Due Sun 11/2 Discussion Board Responses & Chapter Quiz
Week 11	11/3-9	Chapter 10	Due Fri 11/7 Initial Discussion Board Post(s) Due Sun 11/9 Discussion Board Responses & Chapter Quiz
Week 12	11/10-16	Chapter 11	Due Fri 11/14 Initial Discussion Board Post(s) Due Sun 11/16 Discussion Board Responses & Chapter Quiz
Week 13	11/17-23	Chapter 12	Due Fri 11/21 Initial Discussion Board Post(s) Due Sun 11/23 Discussion Board Responses & Chapter Quiz
Week 14	11/24-30	Thanksgiving Holiday	No Assignment – Happy Thanksgiving
Week 15	12/1-7	Final Assignment Wrap Up for Semester	Due Fri 12/5 - Initial Discussion Board Post(s) Due Sun 12/7 Discussion Board Responses & Chapter Quiz Reflection Assignment
Week 16	12/9-12	Finals Week	GRADUATION DECEMBER 13

Appendix A: Standards/Competencies

WCOE Standards

1. The outcomes for graduates of professional programs are based upon knowledge, skills, and dispositions in the following elements:

2. Learner Development - understand how learners grow and develop, recognizing that patterns of learning and development vary individually within and across the cognitive, linguistic, social, emotional, and physical areas, and design and implements developmentally appropriate and challenging learning experiences.
3. Learning Differences - understand individual differences to ensure learning environments that enable each learner to meet high standards.
4. Learning Environment - work with others to create environments that support individual and collaborative learning, and that encourage positive social interaction, active engagement in learning, and self-motivation.
5. Content Knowledge - understand the central concepts, tools of inquiry, and structures of the discipline(s) he or she teaches and creates learning experiences that make the discipline accessible and meaningful for learners to assure mastery of the content.
6. Application of Content - understand how to connect concepts and use differing perspectives to engage learners in critical thinking, creativity, and collaborative problem solving related to authentic local and global issues.
7. Assessment - understand and use multiple methods of assessment to engage learners in their own growth, to monitor learner progress, and to guide the teacher's and learner's decision making.
8. Planning for Instruction - plan instruction that supports every student in meeting rigorous learning goals by drawing upon knowledge of content areas, curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the community context.
9. Instructional Strategies - understand and use a variety of instructional strategies to encourage learners to develop deep understanding of content areas and their connections, and to build skills to apply knowledge in meaningful ways.
10. Professional Learning and Ethical Practice - engage in ongoing professional learning and use evidence to continually evaluate his or her practice, particularly the effects of his or her choices and actions on others (learners, families, other professionals, and the community), and adapts practice to meet the needs of each learner.
11. Leadership and Collaboration - seek appropriate leadership roles and opportunities to take responsibility for student learning, to collaborate with learners, families, colleagues, other school professionals, and community members to ensure learner growth, and to advance the profession.

Appendix B: Required assignment/standard alignment matrix

Assignment	WCOE Standard (WCOE #)
Technology Assignment	WCOE #1,4,5
Quizzes	WCOE #1,4,5,6,8
Discussion Board	WCOE #1,2,5,9,10
Written Assignments	WCOE #1,2,3,4,5,6,7,8,10
Final Reflection	WCOE #1,2,3