



# COLLEGE of SOCIAL AND APPLIED HUMAN SCIENCES

DEPARTMENT OF FAMILY RELATIONS  
AND APPLIED NUTRITION

## FRHD\*4330: Practicum II: Child COURSE OUTLINE – FALL 2018

### 1. CALENDAR DESCRIPTION

This course enables students to extend their knowledge and professional skills in a second supervised placement working with children in a health, education or social service agency. The practicum and seminar provides students with additional opportunities to integrate theoretical knowledge with practice experiences. Students are expected to assume additional responsibilities related to program design and implementation and in their supervised work with individuals and/or groups.

<b>Credit Weight:</b>	1.0 credits
<b>Course Hours:</b>	3-16 (12 lecture; 0 lab/seminar)
<b>Pre-Requisite(s):</b>	FRHD*3200 or FRHD*3250
<b>Co-Requisites(s):</b>	
<b>Restriction(s):</b>	FRHD*4170, FRHD*4290 or FRHD*4340

### 2. COURSE DESCRIPTION

This course is intended to provide advanced undergraduate students with direct experience working primarily with children within the context of a community or school setting. Students are expected to develop applied skills; to implement and evaluate an effective program; to assess personal interests and strengths in working with adults, youth and/or children; and to develop an appreciation of the role of the family in these settings.

### 3. TIMETABLE

<b>Lecture:</b>	11:30-2:20
<b>Location:</b>	MINS 037
<b>Final Exam:</b>	No final exam

### 4. INSTRUCTIONAL SUPPORT

<b>Course Instructor:</b>	Jane Robson
<b>Email:</b>	bascprac@uoguelph.ca
<b>Telephone:</b>	519-824-4120 ext. 53970
<b>Office:</b>	MINS 217

**Office Hours:** By appointment

**Teaching Assistant:** Angela Underhill

**Email:** [aunderhi@uoguelph.ca](mailto:aunderhi@uoguelph.ca)

**Office:**

**Office Hours:** By appointment

## **5. LEARNING RESOURCES**

### **Required Resource(s):**

Practicum Manual: available on the course website in the 'Content' section.

### **Recommended Resource(s):**

Optional text:

Skills for Human Services Practice: Working with Individuals, Groups, and Communities

Authors: Agi O'Hara, Zita Weber and Kathy Levine Publisher: Oxford University Press ISBN: 9780195430103

## **6. LEARNING OUTCOMES**

At the completion of the course, successful students will be able to:

1. Demonstrate skills in establishing and fulfilling learning and performance contracts in a professional setting.
2. Conduct oneself in an ethical manner, respecting and adhering to confidentiality policies.
3. Demonstrate an understanding of the role of the organization in the lives of the students/clients attending its programs.
4. Plan, implement and evaluate intervention and/or support strategies as directed by the field supervisor to meet the needs of individuals and/or groups.
5. Demonstrate the ability to use information obtained from observations or recorded information about or from clients according to the organization's procedures.
6. Demonstrate professional behaviour by being punctual, completing all responsibilities including full attendance at field placement and seminars, showing initiative in the placement and working collaboratively with other professionals.
7. Work effectively and respectfully with clients, staff, supervisors and/or volunteers, and convey an understanding of individual differences and needs.
8. Work effectively in a team with field supervisors and agency/organization staff.
9. Demonstrate skills in reflective practice focusing on the relationship between theoretical and applied knowledge and on personal interactions and self-knowledge.

## **7. TEACHING AND LEARNING ACTIVITIES**

<b>Week</b>	<b>Topics</b>	<b>Assigned Readings &amp; Guest Speakers</b>	<b>Notes &amp; Due Dates</b>
<b>1 Sept 7</b>	<b>Large Group</b> Introduction: Paperwork, placement, group selection	Review practicum manual  Review required paperwork – come prepared with any questions  Begin field notes	<b>Student Declaration</b> – should have been submitted already to course prep site.  <b>Student Profile and Practicum Plan</b> due on Dropbox by Sept 7, 11:30 PM
<b>2 Sept 14</b>	<b>Large Group</b> Goals, confidentiality, critical reflection	Come prepared to speak to your placement site’s confidentiality procedure and policy.	<b>Orientation Checklist</b> and <b>Safety Narrative</b> due on Dropbox by Sept 14, 11:30 PM
<b>3 Sept 21</b>	<b>Small Groups:</b> Placement roles, self- care, self-compassion and vicarious trauma.	Review assignment 1 – come prepared with any questions.	<b>Goals</b> due on Dropbox by Sept 21, 11:30 PM  Sign up for <b>midterm meetings</b> – details and sign up link on Courselink.
<b>4 Sept 28</b>	<b>Small Groups:</b> The stages of practicum		<b>First Reflection</b> due on Dropbox by Sept 28, 11:30 PM
<b>5 Oct 5</b>	<b>Online Discussion</b>	ONLINE DISCUSSION: one original post and two response posts	
<b>6 Oct 12</b>	<b>Small Groups:</b> Power and privilege		<b>Midterm Evaluation</b> due on Dropbox by Oct 12, 11:30 PM
<b>7 Oct 19</b>	<b>Small Groups:</b> Conflict resolution	Review assignment 2 – come prepared with any questions.	
<b>8 Oct 26</b>	<b>Online Discussion</b>	ONLINE DISCUSSION: one original post and two response posts	<b>Second Reflection</b> due on Dropbox by Oct 26, 11:30 PM
<b>9 Nov 2</b>	<b>Small Groups:</b> Knowledge in practice		
<b>10 Nov 9</b>	<b>Small Groups:</b> Professional identity	Review portfolio – come prepared with any questions.	
<b>11 Nov 16</b>	<b>Online Discussion</b>	ONLINE DISCUSSION: one original post and two response posts.	

Week	Topics	Assigned Readings & Guest Speakers	Notes & Due Dates
<b>12</b> <b>Nov 23</b>	<b>Large Group</b> Wrapping up: Overview, lessons learned, growing edges.		<b>Portfolio</b> due Nov 23: Hard copy in class or on Dropbox by 11:30 PM  <b>Final Evaluation</b> due on Dropbox by Nov 23, 11:30 PM

**Note:** This is a tentative schedule; however, due to various unknown factors there may be changes. Any changes will be announced during class and an announcement will be posted on the CourseLink site.

## 8. ASSESSMENT DETAILS

Assessment	LOs Addressed	Due Date	% of Final
Practicum Evaluation	1-9	Ongoing	50%
Administrative Responsibilities*	4	Ongoing	5%
Seminar Participation	1,2,3,5,6,9	Weekly	15%
Critical Reflection 1	2,5,9	September 28	7.5%
Critical Reflection 2	2,5,9	October 26	7.5%
Portfolio	1-9	November 23	15%
<b>Total:</b>			<b>100%</b>

*Administrative responsibilities must be completed in full and on time. These responsibilities will be discussed in the first seminar and include: WSIB student declaration, practicum orientation checklist, safety narrative, submission of midterm and final evaluations in weeks 6 and 12, and other requirements as indicated in the Practicum Manual.*

## 9. COURSE STATEMENTS

### Course Website:

There is a course website at <http://courselink.uoguelph.ca>. All components of this course will be housed on the CourseLink site including this course outline, assignments, and links to further resources. Your assignments will be submitted through the Dropbox function. Marks and feedback will also be released on the site. Please familiarize yourself with this website as soon as possible and visit it regularly throughout the semester.

### Late Assignments:

Late assignments will be accepted up to 5 days following the due date and will receive a penalty of 10% per day EXCEPT under documented grounds for compassionate consideration. Assignments submitted

more than one week late without documented grounds will receive a grade of zero. If you are going to hand an assignment in late, you must contact your course instructor to inform them when you will be submitting your assignment.

**Receipt of Grades:**

After you receive a grade on CourseLink, please review your feedback. Any inquiry or dispute over the grade must be made within two weeks from the date they are posted. If you fail to protest any grade during this time limit, changes to the grade will not be considered. [Grades will be based on the Grading Procedures outlined in the Undergraduate Calendar.](#)

**Turnitin Software:**

In this course, your instructor will be using Turnitin, integrated with the CourseLink Dropbox tool, to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph.

All submitted assignments will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

A major benefit of using Turnitin is that students will be able to educate and empower themselves in preventing academic misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

## **10. UNIVERSITY STATEMENTS**

**E-mail Communication:**

As per university regulations, all students are required to check their <uoguelph.ca> e-mail account regularly: e-mail is the official route of communication between the University and its students.

**When You Cannot meet a course requirement:**

When you find yourself unable to meet in-course requirements due to illness or compassionate reasons, please advise the course instructor (or designated person, such as a teaching assistant) in writing with name, ID#, and email contact. [See the undergraduate calendar for information on regulations and procedures for Academic Consideration.](#)

**Drop date:**

Courses that are one semester long must be dropped by the end of the fortieth class day; two-semester courses must be dropped by the last day of the add period in the second semester. The regulations and procedures for [Dropping Courses](#) are available in the Undergraduate Calendar.

**Copies of out-of-class assignments:**

Keep paper and/or other reliable back-up copies of all out-of-class assignments: you may be asked to resubmit work at any time.

**Accessibility:**

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of a disability is required, however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to book their exams at least 7 days in advance, and not later than the 40th Class Day.

More information: [www.uoguelph.ca/sas](http://www.uoguelph.ca/sas)

**Academic misconduct:**

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

[The Academic Misconduct Policy is detailed in the Undergraduate Calendar.](#)

**Recording of materials:**

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

**Resources:**

The [Academic Calendars](#) are the source of information about the University of Guelph's procedures, policies and regulations which apply to undergraduate, graduate and diploma programs.