

**UNIVERSITY OF GUELPH
DEPARTMENT OF FAMILY RELATIONS AND APPLIED NUTRITION**

FRHD*4290- Practicum II: Adult Development

FRHD*4330- Practicum II: Child

FRHD*4340 - Practicum II: Youth

COURSE OUTLINE - Spring 2019

Instructor: Nancy Hood – basprac@uoguelph.ca

Office Hours: Available with appointment

Office: MINS 217

Teaching Assistant: Christine Scott – cscott01@uoguelph.ca

Office Hours: Available with appointment

SEMINAR: Fridays 11:30am – 2:20pm

Course Description

This course is intended to provide advanced undergraduate students with direct experience working with adults/families, children, or youth 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/children; and to develop an appreciation of the role of the family in these settings.

Course Objectives

On completion of this course students will:

1. Demonstrate skills in establishing and fulfilling learning and performance contracts in a professional setting.
2. Demonstrate an understanding of the role of the organization in the lives of the students/clients attending its programs.
3. Plan, implement and evaluate intervention and/or support strategies as directed by the field supervisor to meet the needs of individuals and/or groups.
4. Demonstrate the ability to use information obtained from observations or recorded information about or from clients according to the organization's procedures.
5. Work effectively and respectfully with clients and/or volunteers, and convey an understanding of individual differences and needs.
6. Work effectively in a team with field supervisors and agency/organization staff.
7. Demonstrate skills in reflective practice focusing on the relationship between theoretical and applied knowledge and on personal interactions and self-knowledge.

Required Texts:

Practicum Manual: available on our CourseLink website – see the contents section

Optional Text:

Skills for Human Services Practice: Working with Individuals, Groups, and Communities (available on reserve at the Library)

Authors: Agi O'Hara, Zita Weber and Kathy Levine

Publisher: Oxford University Press

ISBN: 9780195430103

See the CourseLink website for a full description of all learning activities and assignments

COURSE FORMAT

A Field Placement

Students are in the field for a total of 192 hours over a 6 to 8 week period. Schedules are arranged between the student and the practicum supervisor. Normally, failure to spend 192 hours in the field or being asked to leave placement early for unethical or unprofessional behaviour results in failure of the course.

B Course Website

A course website supports student learning and provides a vehicle for the submission of assignments and the accomplishment of learning activities.

C Seminar: up to 3 hours per week on Fridays from 11:30 a.m. - 2:20 p.m.

Students participate in weekly seminars. Students will spend time during seminar exploring and evaluating their experiences. Students will discuss events or issues that have occurred in the placement over the course of the week. The remaining time will be spent considering the topics, which relate to practical work with adults, children, or youth and their families such as: systems issues, program planning, best practice implementation, observation, time management, self-evaluation as well as issues related to working as a member of a professional team.

Please see Courselink for the seminar schedule. Due to the intensive nature of this course, in class seminars will not run every week. Any absences must be cleared with the course instructor.

COURSE REQUIREMENTS

A. Practicum Evaluation – 50%

- Field Visit – The course instructor will do one or more field visits arranged by the student at some point in the semester
- Midterm evaluation
- Final Evaluation

B. Learning Activities – 50%

Administrative responsibilities – (5 points)

- Work/Education Agreement
- Practicum Orientation Checklist
- Student Profile and Practicum Plan
- Personal Goal Statements
- Other requirements as indicated in the Practicum Manual

- Seminar Participation - (15 points)
 - Participation in both face to face and online discussions
 - Field Notes and Reflective writing
- 2 critical reflections submitted online (15 points)
- Culminating Assignment – (15 points)
 - Portfolio- hard copy or e-portfolio submitted to the course instructor

See the CourseLink website for a full description of all learning activities and assignments

Personal Disclosure: Learning is enhanced through exploring the interface between personal/professional experience and academic study (theory, and research). Students are encouraged to explore this interface and should only reveal as little or as much information as s/he is comfortable sharing with faculty, and fellow students. ***The evaluation of student performance is not dependent upon student disclosure of private personal information.***

In order to create a safe learning environment, students are required to show tolerance for the viewpoints of others. Any abuse, attacks, acts of ridicule, profane language, harassment, etc., online or in the classroom, will not be tolerated.

Academic Integrity: It is the student's responsibility to ensure that assignments & learning activities are completed according to the instructions provided by the Instructor. Failure to do so may result in the assignment being rejected or docked marks. Students are also responsible to ensure that they meet University standards for Academic Integrity. Please refer to the following web site on Academic Integrity. <http://www.academicintegrity.uoguelph.ca/>

When you cannot meet course requirements

When you find yourself unable to meet in-course requirements due to illness or compassionate reasons, please advise the course instructor (or designated person) in writing with name, address and email contact. Where possible, this should be done in advance of the missed work or event, but otherwise, just as soon as possible after the due date, and no longer than one week later. Note: if appropriate documentation of your inability to meet in-course requirement is necessary, the course instructor, or delegate, will request it of you. Such documentation will rarely be required for course requirements representing less than 10% of the grade. If you are unable to complete a course requirement because of a religious holiday, you are expected to notify the course instructor when the assignment outline is distributed to enable alternate arrangements to be made.

Meeting Deadlines: It is the student's responsibility to meet all deadlines. Extensions may be granted for exceptional reasons deemed acceptable by the professor if requested and granted ***at least one calendar day*** before the due date. A deduction of 5 % of the total mark for the assignment for late submission on the due date, and 3% for each additional day, including weekends, will be applied.

Extension requests will not be granted beyond one week, except in compelling circumstances. Assignments without an authorized extension will not be accepted more than seven days after the due date.

Schedule of Seminars: Practicum II, Condensed Spring Offering, 2019

Week	Activity	Comments
Week 1 May 6-10	In person seminar Friday, May 10 11:30-2:20	Introductions Documentation Goal setting Critical reflection
Week 2 May 13-17	Online seminar May 13- May 19	Items Due to Dropbox by May 17, 2019: <ul style="list-style-type: none"> - Practicum orientation checklist - Goals (copy signed by supervisor, word document of typed goals) - Student profile and practicum plan
Week 3 May 20-24	In person seminar Friday, May 24 11:30-2:20	Items Due to Dropbox by May 24, 2019: <ul style="list-style-type: none"> - Critical Reflection 1 Sign up for Mid-Term Meetings <ul style="list-style-type: none"> - Instructions will be shared on CourseLink
Week 4 May 27-May 31	Online seminar May 28- June 2	Items Due to Practicum Coordinator by May 31, 2019: <ul style="list-style-type: none"> - Midterm evaluation completed and submitted by supervisors
Week 5 June 3-June 7	In person seminar Friday, June 7 11:30-2:20	Midterm meetings
Week 6 June 10-June 14	Online seminar June 11 – June 17	Items Due to Dropbox by June 14, 2019: <ul style="list-style-type: none"> - Critical Reflection 2
Week 7 June 17-June 21	In person seminar Friday, June 21 11:30-2:20	
Week 8 June 25-June 28	Final in person seminar Friday, June 28 11:30-2:20	Items Due to Dropbox by June 28, 2019: <ul style="list-style-type: none"> - Portfolio assignment - Self-assessment Items Due in Class <ul style="list-style-type: none"> - Portfolio assignment hard copy submitted to Instructor