LIBERTY UNIVERSITY

Online · School of Education · Graduate Education

Practicum in Education I: External

EDUC-588

Fall A 2019   Section A01   08/19/2019 to 12/13/2019   Modified 10/02/2019

👤 Contact Information

See detailed faculty information in Blackboard.

🖥 Course Description

Candidates will participate in a supervised 45-hour field practicum designed to link theory with practice. This practicum may only be repeated one time with prior approval from the program chair.

Requisites

   Co-requisite

   EDUC 554 or EDUC 656

◎ Rationale

Candidates are required to engage in developmental and sequential field experiences throughout their program. Candidates will complete practicum experiences that correspond to the corequisite course identified in the candidate's degree completion plan. Candidates will assist in the classroom as well as teach one or more formal lessons.

📊 Measurable Learning Outcomes

Upon successful completion of this course, the candidate will be able to:

A. Observe, collaborate, and assist in a K-12 diverse classroom under the supervision of a qualified host teacher.
B. Teach one or more formal lessons.
C. Reflect on professional growth throughout the practicum.
D. Accept and implement feedback from the host teacher.
E. Provide service to the host teacher or the host school.
F. Complete 45 hours of practicum experience in the host school.
G. Demonstrate the SOE SCRIP dispositions throughout the practicum.

📘 Course Resources

Required Resource Purchase

www.LiveText.com (https://www.livetext.com/) membership: This is a website for portfolio development and the submission of major course assignments. A one-time purchase is required for all candidates in the Graduate Education program **with the exception of the following programs**: *M.Ed. in Higher Education, Ed.S. in Higher Education Administration, the Ph.D. in Education, and the Ph.D. in Higher Education Administration.* ISBN: 9780979663567.

Recommended Resource

American Psychological Association. *Publication Manual of the American Psychological Association.* Washington, DC: Author.

Additional Materials for Learning

    A. Computer with basic audio/video output equipment
    B. Internet access (broadband recommended)
    C. Blackboard [recommended browsers (https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support)](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support)
    D. Microsoft Word
    E. APA Style Central: [http://ezproxy.liberty.edu/login?url=http://APAStyleCENTRAL.apa.org (http://ezproxy.liberty.edu/login?url=http://APAStyleCENTRAL.apa.org)](http://ezproxy.liberty.edu/login?url=http://APAStyleCENTRAL.apa.org)

≔ Course Assignments

Course Requirements Checklist

After reading the Course Syllabus and [Student Expectations (http://www.liberty.edu/index.cfm?PID=18202&printpage=y)](http://www.liberty.edu/index.cfm?PID=18202&printpage=y), the student will complete the related checklist found in Module/Week 1.

Plan for Completion (Calendar)

The candidate will use the provided template to document the projected 45-hour practicum placement schedule.

Midterm Reflection (SCRIP)

The candidate will reflect on the SOE SCRIP dispositions and rate his/her performance on the SCRIP dispositions during the practicum. The candidate will write a justification (3–5 sentences) with specific examples (minimum of 3) to support the self-rating given for each disposition. (MLO: C, G)

Attendance Time Log in FEM

The candidate will log all completed practicum hours in FEM in Livetext. The candidate's host teacher will verify and approve the hours logged in Livetext. (MLO: A, F)

Pre-CPAST Self-Reflection

The candidate will use the Pre-CPAST assignment to reflect upon the overall practicum experience, including the lesson presentation. The candidate will plan and teach one formal lesson during the practicum. (MLO: B, C)

Pre-CPAST (Host Teacher Evaluation)

The host teacher will evaluate the candidate's performance during the practicum using the Pre-CPAST assessment. (MLO: A, C, D, E)

Thank-you Note for Host Teacher

The candidate will write a thank-you note to the Host Teacher showing gratitude for the privilege of completing the practicum in his/her classroom. The candidate will take a picture of the note and submit it to the Blackboard assignment link. (MLO: C, E)

Acknowledgement Quiz

After reviewing the information related to this practicum and the candidate's co-requisite course (in Livetext), the candidate will complete a one-question acknowledgement quiz found in Module/Week 1.

Practicum Request Quiz

After submitting the practicum placement request, the candidate will complete the one-question practicum request quiz.

Practicum Expectations Quiz

After reviewing the student teacher handbook and advising guide, the candidate will complete the 10-question practicum expectations quiz.

Self-Monitoring Quizzes (8)

The candidate will complete quizzes to track their progress in the practicum.

✔ Course Grading

Course Requirements Checklist	10
Plan for Completion (Calendar)	50
Midterm Reflection (SCRIP)	100
Attendance Time Log	200
Pre-CPAST Self-Reflection	100
Pre-CPAST (Host Teacher Evaluation)	400
Thank You Note for Host Teacher	40
Acknowledgement Quiz	10
Practicum Request Quiz	10
Practicum Expectations Quiz	10
Self-Monitoring Quizzes (8 at 10 pts ea)	80
Total	1010

✳ Course Policies

LiveText Submission Policy

All LiveText assignments must be submitted to Blackboard and LiveText in order for the candidate to receive credit.

VDOE Regulation Compliance

VDOE Competency	Course Evidence
8VAC20-543-90. 2. Curriculum and instruction. 2.a.9 & 2.b.7: Pre-student teaching experiences (field experiences) should be evident within these skills.	Assignment: Pre-CPAST

8VAC20-543-90. 7. Supervised clinical experiences. Supervised clinical experiences. **The supervised clinical experiences shall be continuous and systematic** and comprised of field experiences with a minimum of 10 weeks of successful full-time student teaching in the endorsement area sought under the supervision of a cooperating teacher with demonstrated effectiveness in the classroom. The summative supervised student teaching experience shall include at least 150 clock hours spent in direct teaching at the level of endorsement in a public or accredited nonpublic school. One year of successful full-time teaching experience in the endorsement area in any public school or accredited nonpublic school may be accepted in lieu of the supervised student teaching experience. A fully licensed, experienced teacher shall be available in the school building to assist a beginning teacher employed through the alternate route.	Assignment: Pre-CPAST
8VAC20-543-130. 1.Methods. 1.h: A commitment to professional growth and development through reflection, collaboration, and continuous learning;	Assignment: Pre-CPAST; Self-Reflection
8VAC20-543-130. 1.Methods. 1.k: An understanding of how to apply a variety of school organization structures, schedules, groupings, and classroom formats appropriately for middle level learners;	Assignment: Pre-CPAST
8VAC20-543-140. 2. Curriculum and instruction 2.i: Pre-student teaching experiences or field experiences should be evident within these skills. For preK-12, field experiences shall be at the elementary, middle, and secondary levels.	Assignment: Pre-CPAST

🏛 Policies

Late Assignment Policy

Course Assignments, including discussion boards, exams, and other graded assignments, should be submitted on time.

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week after the due date will receive a 10% deduction.
2. Assignments submitted more than one week and less than 2 weeks late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the course will not be accepted.
4. Group projects, including group discussion board threads and/or replies, and assignments will not be accepted after the due date.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

Instructor Feedback and Response Time

Responses to student emails will be provided within 36 hours and assignment feedback will be given within 5 days from the assignment due date.

Disability Assistance

Students with a disability and those with medical conditions associated with pregnancy may contact Liberty University's Online Office of Disability Accommodation Support (ODAS) at LUOODAS@liberty.edu for accommodations. Such accommodations require appropriate documentation of your condition.   For more information about ODAS and the accommodations process, including how to request an accommodation, please visit www.liberty.edu/disabilitysupport. Requests for accommodations not related to disabilities or pregnancy must be directed to the Registrar's Office, which generally handles medical needs support.

If you have a complaint related to disability discrimination or an accommodation that was not provided, you may contact ODAS or the Office of Equity and Compliance by phone at (434) 592-4999 or by email at equityandcompliance@liberty.edu. Click to see a full copy of Liberty's Discrimination, Harassment, and Sexual Misconduct Policy or the Student Disability Grievance Policy and Procedures.

Course Attendance

In an effort to comply with U.S. Department of Education policies, attendance is measured by physical class attendance or any submission of a required assignment within the enrollment dates of the course (such as examinations, written papers or projects, any discussion board posts, etc.) or initiating any communication with one's professor regarding an academic subject. More information regarding the attendance policy can be found in the Academic Course Catalogs. Regular attendance in online courses is expected throughout the length of the term. Students who do not attend within the first week of a sub-term by submitting a required academic assignment (such as the Course Requirements Checklist, an examination, written paper or project, discussion board post, or other academic activity) will be dropped from the course. Students who wish to re-engage in the course are encouraged to contact Academic Advising to discuss their enrollment options. Students who begin an online course, but at some point in the semester cease attending, and do not provide official notification to withdraw, will be assigned a grade of "FN" (Failure for Non-Attendance). Students wishing to withdraw from courses after the official start date should familiarize themselves with the withdrawal policy.

Grading Scale

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F
940-1010	920-939	900-919	860-899	840-859	820-839	780-819	760-779	740-759	700-739	680-699	679 and below

For courses with a Pass/NP final grade, please refer to the Course Grading section of this syllabus for the assignment requirements and/or point value required to earn a Passing final grade.

Add/Drop Policy

The full policy statement and procedures are published in the [Policy Directory (https://wiki.liberty.edu/display/IE/Dropping+and+Adding+Online+Classes)](https://wiki.liberty.edu/display/IE/Dropping+and+Adding+Online+Classes).

Honor Code

Liberty University comprises a network of students, Alumni, faculty, staff and supporters that together form a Christian community based upon the truth of the Bible. This truth defines our foundational principles, from our Doctrinal Statement to the Code of Honor. These principles irrevocably align Liberty University's operational procedures with the long tradition of university culture, which remains distinctively Christian, designed to preserve and advance truth. Our desire is to create a safe, comfortable environment within our community of learning, and we extend our academic and spiritual resources to all of our students with the goal of fostering academic maturity, spiritual growth and character development.

Communities are predicated on shared values and goals. The Code of Honor, an expression of the values from which our Doctrinal Statement was born, defines the fundamental principles by which our community exists. At the core of this code lie two essential concepts: a belief in the significance of all individuals, and a reliance on the existence of objective truth.

While we acknowledge that some may disagree with various elements of the Code of Honor, we maintain the expectation that our students will commit to respect and uphold the Code while enrolled at Liberty University.

Adherence to the principles and concepts established within facilitates the success of our students and strengthens the Liberty community.

The Code of Honor can be viewed in its entirety at http://www.liberty.edu/index.cfm?PID=19155.

📅 Schedule

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Module/Week	Reading & Study	Assignments	Points
1	N/A	Course Requirements Checklist	10
		Class Introductions	0
		Advising Guide Acknowledgement	0
		Acknowledgement Quiz	10
		Practicum Request Quiz	10
2	Student Teaching Handbook 1 presentation	Practicum Expectations Quiz	10
3	N/A	Plan for Completion (Calendar)	50
4	N/A	Self-Monitoring Quiz 1	10
5	N/A	Self-Monitoring Quiz 2	10
6	N/A	Self-Monitoring Quiz 3	10
7	N/A	Self-Monitoring Quiz 4	10

8	N/A	Self-Monitoring Quiz 5	10
9	N/A	Self-Monitoring Quiz 6	10
10	1 presentation	Midterm Reflection (SCRIP)	100
11	N/A	Self-Monitoring Quiz 7	10
12	N/A	Self-Monitoring Quiz 8	10
13	N/A	Attendance Time Log	200
14	N/A	Pre-CPAST Self-Reflection	100
15	N/A	Pre-CPAST (Host Teacher Evaluation)	400
16	N/A	Thank You Note for Host Teacher	40
Total			1010

NOTE: Each course module/week begins on Monday morning at 12:00 a.m. (ET) and ends on Sunday night at 11:59 p.m. (ET). The final module/week ends at 11:59 p.m. (ET) on **Friday**.