

SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ON

COURSE OUTLINE

COURSE TITLE: INTEGRATED SEMINAR IA

CODE NO.: CCW109 SEMESTER: ONE


PROGRAM: CHILD AND YOUTH WORKER

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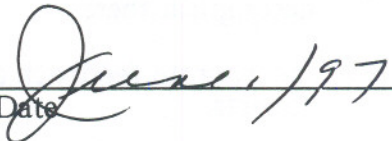
PROFESSOR: BETTY BRADY

DATE: SEPT.97 PREVIOUS OUTLINE DATED: SEPT.96

APPROVED:



Dean, Human Sciences and
Teacher Education



Date

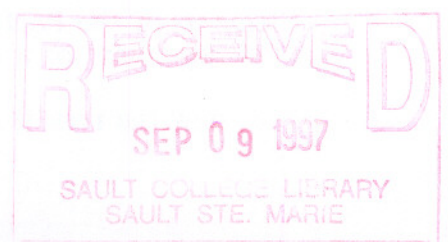
TOTAL CREDITS: 3

LENGTH OF COURSE: 17 WEEKS

PREREQUISITE: NONE

TOTAL CREDIT HOURS: 48 HOURS

NOTE: Do not discard this outline. It will be required by other educational institutions if you are attempting to obtain credit for this course



**CCW109
INTEGRATED SEMINAR I**

I. COURSE DESCRIPTION:

This course is designed as a corequisite to Fieldwork IA. The focus will be on the art and science of observation of human behaviour. The principles that will be learned will apply to both the behaviour of others and to one's own behaviour as a helping professional. Reference will also be made to material drawn from other CYW courses.

The field work and seminar format enables students to gain self-confidence in their abilities, become aware of their motivations and share their problems, anxieties and feelings. This class also assists us with understanding the broader social context that is involved in an individual child's life i.e... School, family and community.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Define behaviour and examine one's own behaviour as a professional.

Elements of the Performance:

- . describe and demonstrate the differences between perception and behaviour.
- . examine one's own behaviour with regard to time management, study skills, classroom behaviour, etc.
- . identify learning objectives for one's professional development and the strategies to accomplish these.
- . incorporate feedback and suggestions made in the classroom, through supervision and in reports.

2. Develop observation skills and communicate these observations effectively in oral, written, and nonverbal forms.

Elements of the Performance

- . apply the methodologies of observation pertinent to a practical setting.
- . describe the characteristics of the environment of the child.
- . use language in both oral and written reports that is suitable to the profession.

3. Perform ongoing self-care to enhance professional competence.

Elements of the Performance

- . development of a strategic plan for one's own success.
- . review the results of one's actions and decisions.

**CCW109
INTEGRATED SEMINAR I**

- . reflect on processes and practices used.
- . identify any errors and make corrections.
- . examine the impact of personal values and beliefs on actions and decisions,
- . evaluate and act upon constructive feedback.

III. TOPICS:

1. Theories of observation, observational strategies, and application of observational strategies to the field and to self.
2. Recording techniques - both oral and written.
3. Application and rationale for use of these techniques and professional standards and practice.
4. The environment of the child.
5. Field placement experience will be utilized and processed as part of shared professional learning.
6. Professional Obligations (Attached)

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

Text: LOOK/HEAR - DEVELOPMENT PROGRAMS FOR PRIMARY CHILDREN BASED ON OBSERVATION OF LEARNING NEEDS

Resource: Personal Daytimer

V. EVALUATION PROCESS/GRADING SYSTEM

1. Preservation of confidentiality as per CYW policy.
2. Regular attendance at Integrated Seminar. This means that 80% of classes per semester is minimum attendance. The total grade will be reduced if attendance falls below 80%. The purpose of attendance is to ensure that presentations are done before a receptive contributing audience as well as to allow students to demonstrate their professional commitment. Professional level participation is expected and one cannot participate if absent!

Allowance is made here for illness and emergencies - the instructor reserves the right to ask for verification of absence in any case.

3. Participation in presentations and discussions is required. The instructor will determine the grading for this section.

**CCW109
INTEGRATED SEMINAR I**

4. Students will be required to submit a plan outlining an overview of their academic schedule for this semester including time allotted for study.
5. Students will be required to submit an observation report of a child within the classroom setting and larger school environment.
6. Students are required to complete two written Incident reports and two oral incident reports.

GRADING SYSTEM

- | | |
|---|-----|
| 1. Personal strategic success plan:
Due - third class in September | 5% |
| 2. Observation Report
Due - third week of placement | 10% |
| 3. First Incident Report
Due - second week of November | 10% |
| 4. Second Incident Report
Due - second week of December | 10% |
| 5. Two oral presentations (2x10)
Schedules to be drawn up in class | 20% |
| 6. Participation - 80% of classes worth | 45% |

The instructor has the prerogative of assigning a repeat presentation or rewrite if either is not performed at a suitable level. This will be explained in class so that everyone is aware of expectations. If a presentation is missed for any reason, the opportunity to re-schedule may not be available.

COLLEGE GRADING POLICY

- 90 - 100% = A+
- 80 - 89% = A
- 70 - 79% = B
- 60 - 69% = C
- BELOW 60% = R

CCW109 INTEGRATED SEMINAR I

FOR AN A+

Students will attend every class and will participate in a meaningful manner, ie providing alternatives to other students, giving support, sharing insight, etc., at each class in a respectful manner.

All Assignments will be handed in on time and written in a professional style. This means assignments will need to be typed and free of errors in order to achieve a grade such as this.

FOR AN "A"

All Assignments listed above required according to "above average" standard - due dates same.

FOR A "B"

Only one (rather than two) written Incident Reports required. Other assignments same according to an "average" standard

FOR A "C"

One written Incident Report and one oral presentation required according to "below average".

***If a student received an "R" grade in this course, it follows that an "R" grade will be assigned for CCW128.

SPECIAL NOTES

Special Needs

If you are a student with special needs (eg. physical limitations, visual impairments, hearing impairments, learning disabilities), you are encouraged to discuss required accommodations with the instructor and/or contact the Special Needs Office, Room E1204, Ext 493, 717, 491 so that support services can be arranged for you.

Retention of Course Outlines

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other post-secondary institutions.

PRIOR LEARNING ASSESSMENT

Students who wish to apply for advanced credit in the course should consult the instructor.

PROFESSIONAL OBLIGATIONS

1. To regard the welfare of the individuals, the groups and the community you serve as your primary professional duty.
2. To hold yourself personally responsible for your professional conduct.
3. To be willing always to increase your professional competence and to willingly share you knowledge with others in your profession.
4. To strive to support the further development of your profession by participating to the best of your ability in related professional associations.
5. To work cooperatively with other persons having regard for their areas of competence.
6. To use care in expressing views on the findings, opinions and professional conduct of colleagues, confining such comments to matters of fact and matters of his own knowledge.
7. To respect the privacy, dignity and other rights of clients.
8. To use in a responsible manner information received in the course of professional relationships.

Following are a number of rules pertaining to the students' relationship to the field placement location he or she will be working in. It is imperative that each student comprehend fully and follow closely these rules so as to get the maximum educational value from his or her field placement experience.

1. Find out all you can about your field placement setting, its policies, functions, and general philosophy taking care to ask only pertinent questions.
2. Find out your designated role at your field placement location and follow it well. Remember, you are not on field placement in the capacity of diagnosticians but as students to follow through on the instruction of the field contact personnel. New approaches to your assignments must first be approved by the field contact person.
3. Ask the staff for guidance. Do not plunge into something you know nothing about.
4. Be polite, courteous and attentive. Remember, you are there to learn and observe.
5. Never be judgmental on the program carried out by a specific field placement setting. Remember you are a student learning and not someone there to assess the relative merits

CCW109
INTEGRATED SEMINAR I

7. Be willing to share any pertinent information you have learned in the setting with the staff who work there if you are asked.
8. Any problems encountered in your field placement should be taken to your field work supervisor. Never confront the staff with the problem.
9. Make sure you are always on time for your placement and contact the field work supervisor and the field placement well in advance if it is necessary for you to be absent.
10. Remember, that the experience you have in your field placement are part of a learning experience and are to be held in the strictest confidence. The students will not discuss cases with others who have no direct relationships to the client. This is applied to other staff within your field placement as well as outside. At the field placement keep your records and correspondence in a confidential manner. During the Integrated Seminars you will maintain confidentiality by referring to your clients by fictitious names and deleting only facts that you believe to be identifying to those present.

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY
CHILD & YOUTH WORKER PROGRAM

**ADDITION TO C.Y.W. PROGRAM POLICIES
NOTICE OF AGREEMENT**

Student Agreement Form

Regarding the Child and Youth Worker Course Outline:

I, _____, have read the C.Y.W.

Course Outline for the Course _____.

I understand its contents and agree to adhere to them.

Signed: _____

Dated: _____