



COURSE OUTLINE: IVT131 - FIELD PLACEMENT II

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Approved: Martha Irwin, Chair, Community Services and Interdisciplinary Studies

Course Code: Title	IVT131: FIELD PLACEMENT II
Program Number: Name	1120: COMMUNITY INTEGRATN
Department:	C.I.C.E.
Semesters/Terms:	21F
Course Description:	This course is a continuation of Field Placement I. Students apply the concepts taught in co-requisite course IVT118 - Self-Determination in the Workplace. Students are supported and supervised while developing vocational skills, professional work habits, and practicing appropriate interpersonal skills in the field placement setting. Students will be encouraged to advocate and communicate in an affirmative, appropriate manner to address challenges and barriers in the work placement environment. Specific learning outcomes are developed at the onset of the field placement, and students are evaluated throughout the semester.
Total Credits:	12
Hours/Week:	7
Total Hours:	60
Prerequisites:	IVT112, IVT130
Corequisites:	IVT118
This course is a pre-requisite for:	IVT128, IVT132
Vocational Learning Outcomes (VLO's) addressed in this course:	1120 - COMMUNITY INTEGRATN VLO 1 CICE
<small>Please refer to program web page for a complete listing of program outcomes where applicable.</small>	
Essential Employability Skills (EES) addressed in this course:	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience. EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication. EES 4 Apply a systematic approach to solve problems. EES 5 Use a variety of thinking skills to anticipate and solve problems. EES 6 Locate, select, organize, and document information using appropriate technology and information systems. EES 7 Analyze, evaluate, and apply relevant information from a variety of sources. EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.

In response to public health requirements pertaining to the COVID19 pandemic, course delivery and assessment traditionally delivered in-class, may occur remotely either in whole or in part in the 2021-2022 academic year.



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- EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
- EES 10 Manage the use of time and other resources to complete projects.
- EES 11 Take responsibility for ones own actions, decisions, and consequences.

Course Evaluation:

Satisfactory/Unsatisfactory
&
A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
Interact with other professionals in ways that contribute to effective working relationships and the achievement of goals within the placement setting.	Working collaboratively with supervisors and the staff team to identify the roles and responsibilities of the student on placement. Establishing and implement strategies to accomplish these tasks and identify student's individual learning objectives and learning needs. Demonstrating effective human relations by displaying courtesy and respect. Demonstrate the ability to express and advocate for ones self in an affirmative manner to address challenges or barriers associated with the field placement environment Respecting the confidentiality clause within the workplace. Modeling attitudes and behaviour appropriate to the setting. Demonstrating an ability to work with others in the field placement setting.
Course Outcome 2	Learning Objectives for Course Outcome 2
Develop appropriate work habits related to the type of employment setting.	Demonstrating proper time management skills, i.e., arrive on time for work, complete tasks or assignments within the appropriate amount of time, utilize time on the job constructively Following instructions and ask for clarification when needed Scheduling personal appointments at other times Requesting feedback related to progress at least once a week, i.e., How am I doing? What can I do to improve? Showing initiative by seeking out tasks. Dressing appropriately as directed by the field placement supervisor and as identified by the Employment Liaison Officer (ELO) Maintaining appropriate and consistent personal hygiene
Course Outcome 3	Learning Objectives for Course Outcome 3
Demonstrate the ability to work in a team environment.	Actively participating in the organization/business/ or agency. Being open to constructive criticism. Seek feedback through ongoing supervision Showing initiative and a willingness to help out. Contributing ideas and following through on any commitments made to the team or organization.

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	staying on task until the assigned job/task is completed
Course Outcome 4	Learning Objectives for Course Outcome 4
Communicate effectively verbally and non-verbally at the field placement setting.	Demonstrating an ability to communicate with the supervisor, co-workers and others in a professional manner. Communicating any difficulties or concerns to the appropriate field supervisor. Having knowledge of where and when to get assistance in work related matters. Using appropriate problem solving techniques Knowing how to greet and treat customers, clients, and/or fellow employees with courtesy and respect
Course Outcome 5	Learning Objectives for Course Outcome 5
Practice professionalism on the job.	Adhere to the requirements of the Field Placement Guidelines and Expectations Manual as read by the ELO in the Field Placement Preparation Course, and sign in agreement by the student

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
IVT Fieldwork Documents	100%

Date:

November 3, 2021

Addendum:

Please refer to the course outline addendum on the Learning Management System for further information.

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