



## COURSE OUTLINE: CWF101 - NEOS CO-OP CAPSTONE

Prepared: School of Natural Environment

Approved: Karen Hudson, Dean, Community Services and Interdisciplinary Studies

<b>Course Code: Title</b>	CWF101: NEOS CO-OP CAPSTONE COURSE
<b>Program Number: Name</b>	5212: ADVENTURE RECREATION 5214: FISH/WILD CONSERVATN 5220: NAT ENVIRONMENT TN 5230: FORESTRY TECHNICIAN
<b>Department:</b>	NATURAL RESOURCES PRG
<b>Academic Year:</b>	2024-2025
<b>Course Description:</b>	This course is a mid-program project to demonstrate the core employment competencies required in natural environment, and will address workplace expectations of employers. The capstone project provides an over-arching research opportunity for the students to apply their skill sets developed in the first year of the Natural Environment programs. Students will develop long-form responses to a series of career-related questions and produce a comprehensive technical report or opinion essay on a relevant research topic. A final submission will include required elements as identified.
<b>Total Credits:</b>	3
<b>Hours/Week:</b>	40
<b>Total Hours:</b>	400
<b>Prerequisites:</b>	There are no pre-requisites for this course.
<b>Corequisites:</b>	There are no co-requisites for this course.
<b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>	<b>5212 - ADVENTURE RECREATION</b> VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills. VLO 4 Identify and evaluate the requirements for leading and participating in expeditions or field exercises using a variety of Adventure Recreation activities. VLO 5 Start and manage a career in the Adventure Recreation and Parks field. VLO 6 Demonstrate a sound understanding of the significance of the Adventure Recreation and Parks Industry including relevant legislation, trends and issues.
<b>Please refer to program web page for a complete listing of program outcomes where applicable.</b>	<b>5214 - FISH/WILD CONSERVATN</b> VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills VLO 3 Demonstrate the ability to follow standardized protocols to collect field data on fish and wildlife populations in a variety of weather and site conditions. VLO 5 Start and manage their careers in the Fish and Wildlife Conservation field. VLO 11 Analyze, evaluate and apply subjective and objective safety considerations.



**5220 - NAT ENVIRONMENT TN**

- VLO 6 Practice principles and ethics associated with natural resource conservation and management issues.
- VLO 7 Work safely in adherence to occupational health and safety standards.
- VLO 8 Complete all work in compliance with applicable municipal, provincial and federal standards and guidelines.
- VLO 11 Communicate technical information accurately and effectively in oral, written and visual forms.

**5230 - FORESTRY TECHNICIAN**

- VLO 8 Work independently and in a collaborative environment while applying effective teamwork, leadership and interpersonal skills.
- VLO 9 Communicate technical information to a variety of stakeholders in oral, written, visual and electronic forms.
- VLO 10 Develop strategies for ongoing professional development to enhance work performance in the forestry sector.

**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.
- 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:**

Passing Grade: 50%, D

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

**Other Course Evaluation & Assessment Requirements:**

1. All assignments are due on the applicable date at 11:59pm. Assignments are to be submitted via the Learning Management System (LMS).
2. Late assignments will not be accepted. There are no make-up (additional) assignments and submission deadlines are adhered to in this course. If you have extenuating circumstances, please advise the Professor.

**Course Outcomes and Learning Objectives:**

Course Outcome 1	Learning Objectives for Course Outcome 1
1. Upon completion of this	



	course, students will have met the following course outcomes and learning objectives:	1.1 Document results from the Job Ad Review and Application Assignment. 1.2 Complete Employer Profile and Interview assignment. 1.3 Complete Technical Report or Opinion Essay
	<b>Course Outcome 2</b>	<b>Learning Objectives for Course Outcome 2</b>
	2. Review, evaluate and apply to a provided hypothetical summer job advertisement.	2.1 Develop a cover letter relevant to the job posting, following the various formats discussed in Intro to Green Careers & Work Ready Skills. 2.2 Create a specific resume relevant to the job posting, following the various formats discussed in Intro to Green Careers & Work Ready Skills. 2.3 Provide a rationale why the student has chosen to apply for this position (related to your college education and career aspirations).
	<b>Course Outcome 3</b>	<b>Learning Objectives for Course Outcome 3</b>
	3. Demonstrate a level of familiarity with a potential employer and have an understanding of the challenges the employer and organization as a whole faces over the next decade and beyond.	3.1 A knowledge of the background and structure of the employer's organization and operations. 3.2 An understanding of the various positions (roles, responsibilities) within the organization. 3.3 Articulate creative solutions showing ambition and strong critical thinking skills.
<b>Course Outcome 4</b>	<b>Learning Objectives for Course Outcome 4</b>	
4. Complete one of two options: (a) A literature review, developing a clear thesis statement to explore a topic relevant to the students' education and career goals, as per the capstone handbook. (b) An opinion essay, where students state a clear opinion on a topic (and region) with evidence drawn from academic and government literature, as per the capstone handbook.	4.1 Create a work plan to complete the research project. 4.2 Generate a written material to support response to capstone question. 4.3 Generate other visual and written material to supplement the project. 4.4 Present the research project to the Faculty advisor.	

**Evaluation Process and Grading System:**

Evaluation Type	Evaluation Weight
Employer Profile and Interview	30%
Job Ad Review and Application	30%
Technical Report or Opinion Essay	40%

**Date:** August 19, 2024

**Addendum:**

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

