NUR 6349
Capstone Practicum in Nursing Education
Spring 2020

Instructor: R. K. Michael EdD, MN, RN, PPCNP-BC
Office: Virtual
Office Hours: By Appointment. If you have a question and an email response would suffice, then simply let me know this when you contact me.
Time Zone: All due dates and times in this syllabus are Central Standard Time (CST)

Course Information

Course Description
This course provides nurse educator students a supervised practicum experience in an educational setting. Learning experiences are planned to meet course and individual learning goals. Experiences will focus on developing skills in leadership, organizational and administrative roles, curriculum process, classroom / clinical teaching, and evaluation. Students will work with faculty to select appropriate practicum settings and will complete 100 clock-hours in the educator role.

Course Credits
1-0-100

Prerequisite / Co-requisite Courses
NUR 6338, NUR 6340, NUR 6319 / None

Prerequisite Skills
Accessing internet web sites, use of ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the program name. Computer access requirements are further delineated in the graduate Handbook. Tutorials for ASU Library and for Blackboard are available through RamPort. The ASU Graduate Nursing Student Handbook should be reviewed before taking this course.
**Program Outcomes**
Upon completion of the program of study for the MSN Program, the graduate will be prepared to:

1. Integrate nursing and related sciences into the delivery of advanced nursing care to diverse populations.
2. Apply organizational and systems leadership skills.
3. Design and implement quality improvement initiatives.
4. Integrate best research evidence to improve health outcomes.
5. Utilize informatics, healthcare technology and information systems.
6. Advocate through system level policy development.
7. Employ effective communication in inter-professional teams.
8. Synthesize the impact of health determinants for provision of culturally relevant health promotion/disease prevention strategies.
9. Practice at the level of a master’s prepared nurse

**Student Learning Outcomes**

<table>
<thead>
<tr>
<th>Student Learning Outcome</th>
<th>Assignment(s) or activity(ies) validating outcome achievement:</th>
<th>Mapping to MSN Program Outcomes</th>
<th>Mapping to MSN Essentials</th>
<th>Mapping to NLN Educator Competencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish personal and professional level goals appropriate for Nursing Educators</td>
<td>• Weekly Objectives Assignments</td>
<td>9</td>
<td>9.15</td>
<td>2; 8</td>
</tr>
<tr>
<td>Perform leadership activities inherent to the Nurse Educator role</td>
<td>• Discussion Board Activities</td>
<td>2</td>
<td>2.1</td>
<td>5; 6</td>
</tr>
<tr>
<td>Self-reflect to improve leadership and teaching practices</td>
<td>• Self-Reflection Paper</td>
<td>9</td>
<td>9.14; 9.15</td>
<td>1; 2; 3; 5; 6; 7; 8</td>
</tr>
<tr>
<td>Perform activities and</td>
<td>• Discussion Board Activities</td>
<td>9</td>
<td>9.1; 9.12</td>
<td>1; 2; 3; 5</td>
</tr>
</tbody>
</table>
Student Learning Outcome
By completing all course requirements, students will be able to:

Assignment(s) or activity(ies) validating outcome achievement:

- Instructional Experience
- Documentation Forms

Mapping to MSN Program Outcomes
Mapping to MSN Essentials
Mapping to NLN Educator Competencies

Course Delivery
This is an online course offering. The course will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU’s Blackboard Learning Management System.

Required Texts and Materials

Recommended Texts and Materials

Technology Requirements
- To participate in one of ASU’s distance education programs, you need this technology:
  - A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
  - The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
  - Microsoft Office Suite or a compatible Open Office Suite
  - Adobe Acrobat Reader
  - High Speed Internet Access
  - Ethernet adapter cable required (wireless connections can drop during tests and Collaborate sessions)
  - Webcam

Refer to Angelo State University’s Online Education website for further technology requirements.
**Topic Outline**

Week 1: Course Overview / Student Introductions  
Week 2: Precepted learning experience  
Week 3: Precepted learning experience / Nurse Educator Leader Issue – FERPA - Incivility  
Week 4: Precepted learning experience  
Week 5: Precepted learning experience  
Week 6: Precepted learning experience / Clinical Leader Issues  
Week 7: Precepted learning experience  
Week 8: Precepted learning experience  
Week 9: Precepted learning experience / Classroom Teaching Issues  
Week 10: Precepted learning experience  
Week 11: Precepted learning experience  
Week 12: Precepted learning experience / Disabilities in Education  
Week 13: Precepted learning experience  
Week 14: Precepted learning experience  
Week 15: Precepted learning experience  
Week 16: Final Exam Week

**Communication**

Faculty will respond to email and/or telephone messages within 36 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

**Written communication via email:** All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

**Virtual communication:** Office hours and/or advising may be done with the assistance of the telephone or Collaborate.

**“Netiquette” Guidelines**

- Check the discussion frequently and respond appropriately and on subject. Focus on one subject per message and use pertinent subject titles.
- Capitalize words only to highlight a point or for titles. Otherwise, capitalizing is generally viewed as SHOUTING!
- Be professional and careful with your online interaction. Proper address for faculty is by formal title such as Dr. or Ms./Mr. Jones unless invited by faculty to use a less formal approach. Cite all quotes, references, and sources.
- When posting a long message, it is generally considered courteous to warn readers at the beginning of the message that it is a lengthy post.
- Be sure to get consent before forwarding someone else's messages. It is extremely rude to forward someone else's messages without their permission.
- It is acceptable to use humor but use it carefully. The absence of face-to-face cues can cause humor to be misinterpreted as criticism or flaming (angry, antagonistic criticism). Feel free to use emoticons such as J or :) to let others know you are being humorous.
- (The above "netiquette" guidelines were adapted from Arlene H. Rinald's article, The Net User Guidelines and Netiquette, Florida Atlantic University, 1994, available from Netcom.)

**Grading**

**Evaluation and Grades**
The table below contains the assessments employed and how they will be graded in this course.

<table>
<thead>
<tr>
<th>Assessments</th>
<th>Grading</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly Objectives Assignments</td>
<td>Pass / Fail</td>
</tr>
<tr>
<td>Discussion Board Activities x 4</td>
<td>Pass / Fail</td>
</tr>
<tr>
<td>Instructional Experience</td>
<td>Pass / Fail</td>
</tr>
<tr>
<td>Self-Reflection Paper x 2</td>
<td>Pass / Fail</td>
</tr>
<tr>
<td>Documentation of Practicum Experiences (100 Hours)</td>
<td>Pass / Fail</td>
</tr>
</tbody>
</table>

**Grading System**
This class will be graded on a ‘Pass’ or ‘Fail’ basis. Passing this course will be dependent upon completing all course assessments at the ‘satisfactory level’ according to the rubrics. For all assessments, I will allow revision/re-do if a ‘fail’ decision is made. Revised assignments must be submitted no later than six (6) days after receiving the initial assigned grade.

**Teaching Strategies**
Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers. Examples of learning strategies used in this course include, but are not limited to preceptor guided learning experiences, readings, group discussions, and writing assignments.
Preceptor Guided Learning Experiences: Your preceptor has agreed to work with you as an additional responsibility. They receive no teaching credit or reduced workload to do so. Be considerate of their time. Plan well in advance and keep them informed at all times. Do not leave anything until the last minute. You must attend all pre-scheduled days and activities. You should arrive early and be willing to stay as long as necessary to complete the activity. Please check with your preceptor to see what the appropriate attire will be for your experience (e.g. lab coat, scrubs, dress clothes, etc.). Be sure you wear your nametag that identifies you as an Angelo State University MSN student. Confidentiality must be maintained at all times. You are not to discuss students, their progress, or any patient-related activities with anyone other than your preceptor or course facilitator. Any breach of confidentiality will result in course failure.

Assignment and Activity Descriptions
*Please note: Rubrics for all assignments and activities are located at the end of this syllabus.

Weekly Objectives Assignments: Each week students will develop a list of objectives they wish to achieve during the practicum experiences.

Discussion Board Activities: Discussion Boards provide an avenue for synthesis of material / information. A discussion board is provided in this course as a way to help students’ process course materials, express thoughts, and engage others opinions and ideas in a healthy and productive learning environment. Students are expected to respond to all discussion board assignments and support individual answers with evidence-based findings.

Instructional Experience: In collaboration with the supervising preceptor, nurse educator students will be expected to (1) develop a lesson plan for a learning experience in either a classroom or clinical setting, (2) conduct the instructional experience with students while under the supervision of the preceptor, and (3) perform an evaluation of the educational experience which includes student feedback and revisions to the lesson plan. Students are encouraged to use the preceptor and the course facilitator as resources for feedback on ideas and plans. Students are expected to develop all aspects of the learning experience.

Self-reflection Papers: Allows students opportunity to reflect on personal development and foster helpful lifelong learning habits.

Documentation Forms: All students are expected to maintain a Documentation Form regarding student activities completed during the practicum experience (100 clock-hours in the nurse educator role).
Assignment Submission
All assignments MUST be submitted through the Assignments link in the Blackboard site. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at robert.michael@angelo.edu and attach a copy of what you are trying to submit. Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy
Due dates and times for assignments are posted in the course schedule. Failure to submit your assignments on the assigned date will result in a five percent (5 %) deduction for each day after the posted deadline. No papers or postings will be accepted more than six (6) days past the assigned due date. Non-submitted items do not qualify under revision/re-do allowances as noted in the Grading System above.

General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- Angelo State University Student Handbook
- Angelo State University Graduate Catalog
- Graduate Nursing Student Handbook

Student Responsibility and Attendance
This class is asynchronous, meaning you do not have to be on-line at a certain time. In order to complete this course successfully, you do have to participate in all course activities i.e. discussion boards, course projects, reflective logs, etc. Students are expected to engage in course activities and submit work by due dates and times. The hope is that students will make substantive contributions which reflect integration of assigned materials as well as any outside readings as appropriate. Scholarly contribution is an expectation.

Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university’s Statement of Academic Integrity.
Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.
Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.¹¹

**Academic Calendar**

Students are responsible for adhering to all dates set forth in the ASU Academic Calendar¹² for the semester.

**Special Notes:**

a) If you are graduating this semester, please make sure you complete your application for graduation.

b) If you are taking the Comprehensive Exam this semester, please register for this exam.

c) Please note the University Calendar for the Last day to drop a class or withdraw from a regular semester:
   - Drop an online class¹³
   - Withdraw from school¹⁴

d) Notify your faculty if you plan to drop or withdraw. A general understanding of the circumstances will be helpful for program development.

**Student Absence for Observance of Religious Holy Days**

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day¹⁵ for more information.

**Copyright Policy**

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

**Syllabus Changes**

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student’s responsibility to look for such communications about the course on a daily basis.

**Title IX at Angelo State University**

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women
Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form)
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

*Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).*

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).

**Course Disclaimer**

Although it is never the intention of this course instructor to offend anyone, on rare occasions students do become offended during discussions. The nature of the content of this course may lead to someone being offended by ideas read or presented, or someone’s ideas or opinions shared. The purpose is to encourage you to consider, objectively, the viewpoints reflected in other’s works as you examine your own views, assumptions, and preconceptions in an attempt to formulate an informed, thoughtful, and defensible position. It is not the intent of this class to “indoctrinate” you into any particular point of view, persuade you to adopt any specific position, or even “challenge” your personal beliefs. The hope is that, together, we can all remain as objective as possible and keep our discussions on a high intellectual plane.
## Course Schedule

<table>
<thead>
<tr>
<th>Week/Date</th>
<th>Topic</th>
<th>Assignments</th>
<th>Assessments DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td></td>
<td>- Students will select preceptor(s), complete the required agreement paperwork (Facility &amp; Preceptor), and submit this to <a href="mailto:felicia.armstrong@angelo.edu">felicia.armstrong@angelo.edu</a> of the ASU graduate nursing program.</td>
<td>Jan 19, 2020 by 11:59 PM</td>
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<tr>
<td><strong>Jan 13-19</strong></td>
<td>Course Overview</td>
<td>- Introduce Self in Discussion Forum: Student Introductions</td>
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<tr>
<td><strong>Week 2</strong></td>
<td></td>
<td>- Begin precepted learning experience (Delineate the hours spent in this practicum in the Documentation Form #1)</td>
<td>Jan 26, 2020 by 11:59 PM</td>
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<tr>
<td><strong>Jan 20-26</strong></td>
<td>Begin precepted learning experience</td>
<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
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<td></td>
<td>(Delineate the hours spent in this practicum</td>
<td>- Begin Instructional Experience Assignment in collaboration with preceptor</td>
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<td>in the Documentation Form #1)</td>
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<tr>
<td><strong>Week 3</strong></td>
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<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Feb 2, 2020 by 11:59 PM</td>
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<tr>
<td><strong>Jan 27–Feb 2</strong></td>
<td>Continue precepted learning experience.</td>
<td>- Engage Week 3 Discussion Board: Nurse Educator Leader Issue – FERPA / Incivility</td>
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<td>(Delineate the hours spent in this practicum in</td>
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<td>the Documentation Form #1.)</td>
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<td><strong>Week 4</strong></td>
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<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Feb 9, 2020 by 11:59 PM</td>
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<tr>
<td><strong>Feb 3-9</strong></td>
<td>Continue precepted learning experience.</td>
<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
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<td>(Delineate hours spent in this practicum in the</td>
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<td>Documentation Form #1)</td>
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<tr>
<td><strong>Week 5</strong></td>
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<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Feb 16, 2020 by 11:59 PM</td>
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<tr>
<td><strong>Feb 10-16</strong></td>
<td>Continue precepted learning experience.</td>
<td>- Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
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<td>(Delineate the hours spent in this practicum in</td>
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<td>the Documentation Form #1.)</td>
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<tr>
<td>Week/Date</td>
<td>Topic</td>
<td>Assignments</td>
<td>Assessments DUE</td>
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<tr>
<td>Week 6</td>
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<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the <strong>Documentation Form #1</strong>.)</td>
<td>Feb 23, 2020 by 11:59 PM</td>
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<tr>
<td>Feb 17-23</td>
<td>• Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>• Engage <strong>Week 6 Discussion Board: Clinical Leader Issues</strong></td>
<td></td>
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<tr>
<td>Week 7</td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the <strong>Documentation Form #1</strong>.)</td>
<td>• Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Mar 1, 2020 by 11:59 PM</td>
</tr>
<tr>
<td>Feb 24–Mar 1</td>
<td>• Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>• <strong>Reflection Paper #1</strong>: Complete and submit</td>
<td></td>
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<tr>
<td>Week 8</td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the <strong>Documentation Form #1</strong>.)</td>
<td>• <strong>Reflection Paper #1</strong>: Complete and submit</td>
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<tr>
<td>Mar 2-8</td>
<td>• <strong>Reflection Paper #1</strong>: Complete and submit</td>
<td>• Documentation Form #1, sign the form, have form signed by preceptor, and submit under Assessments in Blackboard.</td>
<td>Mar 8, 2020 by 11:59 PM</td>
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<tr>
<td>March 9-15</td>
<td>• Spring Break Week</td>
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<tr>
<td>Week 9</td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the <strong>Documentation Form #2</strong>.)</td>
<td>• If still in preceptorship, then complete <strong>Weekly Objectives Assignment</strong> - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Mar 22, 2020 by 11:59 PM</td>
</tr>
<tr>
<td>Mar 16-22</td>
<td>• If still in preceptorship, then complete <strong>Weekly Objectives Assignment</strong> - In discussion board, please submit Objectives before the week begins and</td>
<td>• Engage <strong>Week 9 Discussion Board #3: Classroom Teaching Issues</strong></td>
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<tr>
<td>Week 10</td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum</td>
<td>• If still in preceptorship, then complete <strong>Weekly Objectives Assignment</strong> - In discussion board, please submit Objectives before the week begins and</td>
<td>Mar 29, 2020 by 11:59 PM</td>
</tr>
<tr>
<td>Mar 23-29</td>
<td>• If still in preceptorship, then complete <strong>Weekly Objectives Assignment</strong> - In discussion board, please submit Objectives before the week begins and</td>
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<tr>
<td>Week/Date</td>
<td>Topic</td>
<td>Assignments</td>
<td>Assessments DUE</td>
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<tr>
<td><strong>Week 11</strong></td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the Documentation Form #2.)</td>
<td>your evaluation at the end of your practicum experience this week.</td>
<td>Apr 5, 2020</td>
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<td>Mar 30-Apr 5</td>
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<tr>
<td><strong>Week 12</strong></td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the Documentation Form #2)</td>
<td>• If still in preceptorship, then complete Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Apr 12, 2020</td>
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<td>Apr 6-12</td>
<td></td>
<td>• Engage Week 12 Discussion Board #4: Disabilities in Education</td>
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<tr>
<td><strong>Week 13</strong></td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the Documentation Form #2.)</td>
<td>• If still in preceptorship, then complete Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Apr 19, 2020</td>
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<tr>
<td>Apr 13-19</td>
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<tr>
<td><strong>Week 14</strong></td>
<td>• Continue precepted learning experience. (Delineate the hours spent in this practicum in the Documentation Form #2.)</td>
<td>• If still in preceptorship, then complete Weekly Objectives Assignment - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.</td>
<td>Apr 26, 2020</td>
</tr>
<tr>
<td>Apr 20-26</td>
<td></td>
<td>• Complete Evaluation form on Preceptor(s)</td>
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<tr>
<td>Week/Date</td>
<td>Topic</td>
<td>Assignments</td>
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</table>
| Week 15        | • Complete precepted learning experience. (Delineate the hours spent in this practicum in the Documentation Form #2) | • Ask Preceptor to **complete Student Evaluation** and submit to instructor  
• If still in preceptorship, then complete **Weekly Objectives Assignment** - In discussion board, please submit Objectives before the week begins and your evaluation at the end of your practicum experience this week.  
• **Instructional Experience Assignment** - Submit in Blackboard  
• **Documentation Form #2**, sign the form, have form **signed by preceptor**, and submit under Assessments in Blackboard  |
| Apr 27–May 3   |                                                                        | **May 3, 2020 by 11:59 PM**                                                                                                                                                                                                                                                                                                             |

### Week 16

<table>
<thead>
<tr>
<th>Week 16</th>
<th>Final Exam Week</th>
<th><strong>Self Reflection Paper #2</strong> submit in Blackboard</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 4-8</td>
<td></td>
<td><strong>Tue May 5, 2020 by 11:59 PM</strong></td>
</tr>
</tbody>
</table>

### Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs and clinical experiences. Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

The following are considered essential, evaluation items for this course.

1. Learning to apply course material (to improve thinking, problem solving, and decisions)
2. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
3. Acquiring skills in working with others as a member of a team
4. Developing creative capacities (inventing, designing, writing, performing in art, music, drama, etc.)
End of Syllabus

1 https://www.angelo.edu/content/files/18423-graduate-student-handbook-ay-2019-2020
2 https://blackboard.angelo.edu/webapps/portal/execute/tabs/tabAction?tab_id_223_1
3 https://www.angelo.edu/online-education/
4 https://www.angelo.edu/student-handbook/
5 https://www.angelo.edu/catalogs/
6 https://www.angelo.edu/content/files/18423-graduate-student-handbook-fall-2014
7 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
8 https://www.angelo.edu/services/disability-services/
9 https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
10 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
11 https://www.angelo.edu/dept/writing_center/academic_honesty.php
12 https://www.angelo.edu/services/registrars_office/academic_calendar.php
13 https://www.angelo.edu/content/forms/290-course-drop-request-form
14 https://www.angelo.edu/services/saem/withdrawal_form.php
15 https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of