Instructor: Anne M. Scaggs, EdD, MSW, LCSW
Email: anne.scaggs@angelo.edu
Office: Virtual
Office Hours: Monday-Friday 11 a.m. to 1 p.m. and by appointment via Collaborate or email
Collaborate Sessions take place on Wednesday @ 7 p.m. Students must attend 3 Collaborate sessions prior to midterm and 3 sessions prior to the end of the term. Extra supervision takes place via Collaborate on Wednesday @ 6:30 every week and attendance is mandatory.

Course Information

Course Description
A supervised field education experience of at least 250 hours in an approved agency appropriate to social work; fosters the integration of classroom knowledge, values, and ethics with practice-based knowledge that seeks to increase practice skills and promotes professional competence.

The social work field education experience, sometimes called “field education,” “practicum,” “internship,” and so forth is paramount to the development of social work students. The field education experience is a central form of instruction and learning in which professional socialization occurs, and the field experience builds upon the core social work curriculum (junior year). This course has two parts that occur concurrently. Part I of the course is what is called a field education seminar. During this part of this course students will meet with the instructor for one hour a week during the semester. In the field education seminar students receive their
agency and class assignments, review the field education experience requirements, make contact with their agency supervisor, develop a learning plan, and review the NASW Code of Ethics.

Part II of the course is the actual field education experience. Students are required to complete 250 hours; 10 hours of classroom education and 240 hours of supervised experience at their assigned agency site. It is during the supervised field education experience where students learn to integrate theoretical and conceptual knowledge learned in the classroom with practical experience of doing generalist social work. This is a time when social work students are allowed to put to use the knowledge learned, practice the skills, and exercise the values/attitudes that they have discussed and learned in the classroom. During the second portion of the course, students are required to meet with their agency supervisor for at least one (1) hour each week; additional meetings may be necessary depending on the agreements between the student and the student’s agency supervisor.

**Course Credits**

3 credit hours

**Prerequisite and Co-requisite Courses**

SWK 6373

**Prerequisite Skills**

An understanding of human behavior theories, social work competencies, values, ethics, and skills needed for work at the micro, mezzo, and macro levels of advanced generalist practice. Accessing Internet websites, using ASU Library resources, and proficiency with Microsoft Word and/or PowerPoint are expectations of the Department of Social Work

**Program Outcomes**

Upon completion of the program of study for the MSW program, the graduate will be prepared to:

**Student Learning Outcomes**
<table>
<thead>
<tr>
<th>Competency 1: Demonstrate Ethical and Professional Behavior</th>
<th>Assignment(s) or activity(ies) validating outcome achievement: Final Evaluation</th>
<th>Student Learning Outcome By completing all course requirements, students will be able to: A1.3 Demonstrate the ability to critically analyze cases and articulate how to manage ethical issues in practice scenarios.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Competency 2: Engage Diversity and Difference in Practice</td>
<td>Final Evaluation</td>
<td>A2.1 Demonstrate culturally centered practice that recognizes the diversity that exists between, among, and within different groups.</td>
</tr>
<tr>
<td>Competency 3: Advance Human Rights and Social, Economic, and Environmental Justice</td>
<td>Final Evaluation</td>
<td>A3.3 Compare how social, economic, cultural, and political frameworks can oppress and violate human rights.</td>
</tr>
<tr>
<td>Competency 4: Engage In Practice-informed Research and Research-informed Practice</td>
<td>Final Evaluation</td>
<td>A4.1 Appraise, evaluate, and propose various methods of program evaluation.</td>
</tr>
<tr>
<td>Competency 5: Engage in Policy Practice</td>
<td>Final Evaluation</td>
<td>A5.2 Evaluate the impact (intended and unintended) of global polices and regulations.</td>
</tr>
<tr>
<td>Competency 6: Engage with Individuals, Families, Groups, Organizations, and Communities</td>
<td>Final Evaluation</td>
<td>A6.3 Utilize self-reflective and intrapersonal skills to effectively engage diverse individuals, families, groups, organizations, communities, and constituencies.</td>
</tr>
<tr>
<td>Competency 7: Assess Individuals, Families, Groups, Organizations, and Communities</td>
<td>Final Evaluation</td>
<td>A7.1 Articulates and demonstrates the influence theory has on assessment process.</td>
</tr>
<tr>
<td>Competency 8: Intervene with Individuals, Families, Groups, Organizations, and Communities</td>
<td>Final Evaluation</td>
<td>A8.1 Utilize leadership skills to promote sustainable change in the intervention process.</td>
</tr>
<tr>
<td>Competency 9: Evaluate Practice with Individuals, Families, Groups,</td>
<td>Final Evaluation</td>
<td>A9.1 Discern evaluation methods to measure the extent of change to individuals,</td>
</tr>
<tr>
<td>Mapping to Program Outcomes</td>
<td>Assignment(s) or activity(ies) validating outcome achievement:</td>
<td>Student Learning Outcome</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---------------------------------------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Organizations, and Communities</td>
<td>By completing all course requirements, students will be able to:</td>
<td>families, groups, organizations, and communities.</td>
</tr>
</tbody>
</table>

**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**


**Required Readings:**

Field education manual  
NASW Code of Ethics  
Texas Board of Social Work Examiners webpage  
Texas Board of Social Work Examiners (TBSWE) Code of Conduct  
TBSWE Scope of Practice  
TBSWE Rules  
NASW Guidelines for Social Work Safety in the Workplace  
NASW Standards for Cultural Competence in Social Work Practice  
Indicators for the Achievement of the NASW Standards for Cultural Competence in Social Work Practice  
NASW Standards for Social Work Case Management  
NASW Best Practice Standards in Social Work Supervision
Managing Clients Who Present with Anger
NASW Standards and Guidelines for the area(s) related to your field agency setting
Field Education Agency Policy & Procedures
Pertinent Federal, State, & Local policies
Evidenced-based practice/best practice research articles

*NOTE: All assignments submitted in this course are to be written in strict accordance with the Publication Manual of the American Psychological Association (6th ed.) 2nd Publication.*

**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

**Topic Outline**
Varies but relates to the Scope of Practice, NASW Code of Ethics, Field Practicum experiences, and ethical dilemmas, and additional class discussions.

**Communication**
Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

- *Please note that emails received after 6 p.m. will be answered the following morning.*

**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, Collaborate, Skype, etc.
Grading

Evaluation and Grades
Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Percent/Points of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Timesheets/Supervision Logs</td>
<td>0</td>
</tr>
<tr>
<td>Completed Learning Plan/Contract and Schedule</td>
<td>20</td>
</tr>
<tr>
<td>Biweekly writings/ Journals</td>
<td>20</td>
</tr>
<tr>
<td>Mid-Term Evaluation</td>
<td>20</td>
</tr>
<tr>
<td>Final Evaluation</td>
<td>40</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

Grading System
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:
- A = 90.00-100 points
- B = 80.00-89.99 points
- C = 70.00-79.99 points
- D = 60.00-69.99 points
- F = 0-59.99 points (Grades are not rounded up)

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.

Assignment and Activity Descriptions
*Please note: Rubrics for all assignments and activities are located at the end of this syllabus.
Completed Professional Development Plan/Learning Contract and Schedule 20%

By class time of the third (3rd) week of the course, students will submit a completed Professional Development Plan/Learning Contract as well as a completed Schedule form to the Social Work Field Education Liaison. The professional development plan/learning contract will detail the specific work assignments and activities through which students will achieve each of the practice behaviors. This document will need to be signed by the student, the student’s Field Instructor first, and then by the Social Work Field Education Liaison or Director.

Students will also attach their agency's job description for their position or the most similar position to a social worker. You will utilize your job description to assist you in developing activities to meet your learning objectives. Be as specific as possible. As an undergraduate generalist social work student, your learning goals should reflect efforts to demonstrate skills in each practice behavior as stated by the Council on Social Work Education (CSWE) and the Social Work Program at Angelo State University. These learning goals will become the basis for evaluating your accomplishments and performance during your Field Education experience.

The student is the main author of the learning plan. The field instructor will provide minimal assistance and guidance, and final acceptance of the plan/contract. The Field Instructor is not to complete this document. Students are expected to struggle with this and learn in the process of creating it. This document will need to be signed by the student, the student’s Field Instructor first, and then by the Social Work Field Education Liaison or Director.

Time Sheets/Supervision Log 0%

- You will submit a filled out time sheet form and supervision log each week that records the quantity of hours that you completed in your field education experience each week. **No time-sheets/supervision logs will be accepted more than 1 week after their due date.** The due date for a time sheet is the first class day following the completion of that week. Any affected hours would have to be made up.
- In order for any time-sheet to be accepted and included for cumulative hours, each time-sheet will have to meet the following criteria:
  - Signed and dated original by both student and field instructor
  - Minimum of 1 hour of supervision documented for that week
  - Form is completed and accurate, with accurate calculations both within the time-sheet and from one week to another (this includes a complete and accurate heading)
- A corresponding weekly writing assignment submitted, with a minimum of 60% for that writing assignment (if the writing assignment is not submitted and/or 1 hour of supervision is not added to time sheet then the hours for that week will not be accepted)
- Must meet the minimum hours per day as specified in Field Manual
- Enter time accurately. Do not round.
- Review guidelines on originals and copies

**Please note:** Hours for Field Education II are not a continuation of hours for Field Education I. You must accrue a minimum of 235 hours at your field placement and 15 hours in field seminar each semester. If you complete more than 235 hours at your field site in the fall semester, these hours will not carry over to spring. Also, you cannot complete your time at field placement prior than dead week.

**Written submissions / Journals**

Students will submit a report about their experience at their field agency during each week in which hours for field education were accrued. These reports can take the form of a summary, a process recording, a letter of advocacy, or sections of the integrated paper. The course schedule will determine which type of assignment is due any given week.

Assignments will include discussion of student activities during the week:

1. skills learned or practiced
2. information learned
3. ethical issues
4. trainings
5. meetings
6. contact with clients
7. conflicts
8. supervision
9. self-reflection and self-assessment of their performance
10. sentinel events
11. any other pertinent information.

Required elements: Students will include a reference to and discussion of how their field experience during the applicable week relates to all the requirements:

1. NASW Code of Ethics/scope of practice
2. Apply a competency/practice behavior
3. Apply a Code of Conduct/or policy (federal/agency)
4. Minimum of 1 peer-reviewed social work journal article with an emphasis on evidenced based practice. Students may also provide research on best practices, additional information on the population, problem being faced, agency, intervention, assessment, etc. This article cannot be reused from some other aspect of a Field Education or social work assignment. In essence, the article should answer the questions: “Why are you, or the staff of your agency, or your agency as a whole engaging in a particular practice, program, or project? How do you know your interventions and assessments are effective?”

Scoring will be based on the instructor’s assessment of student’s introspection, insight, and effort. Potential scores are as follows: 100 for assignment that fully meets necessary requirements, 60 for assignment completed but does not fully meet expectations, and 0 for assignment not submitted or evidences an absence of effort to achieve any of the above goals.

- **Summary:** Summarizes on a daily basis the activities of the student to include any of the above pertinent aspects.

- **Process Recording:** A written record of a discreet interaction where the student records the dialogue of both the student and other pertinent participants, but also includes the mental process of the student prior to, during, and after the discreet interaction.

- **Advocacy Letter:** Students will select an issue pertinent to their field setting in which advocacy is appropriate. The letter will present a cogent argument for change to a particular policy, program/organization, or practice, or the creation of a policy, program, or practice to improve social and economic justice for the clients served by the field agency. The letter will be addressed to a particular individual who can be part of the necessary change. The individual could be an elected or appointed governmental official or an agency official with whom authority resides to make or foster the recommended actions.

**Mid-Term Evaluation**

By the end of the 7th week of the course, students and Field Instructors will collaboratively complete a mid-term evaluation of the student’s practice knowledge, values, attitudes, and skills. In order to promote self-evaluation, students will first independently complete an evaluation. This evaluation will be submitted to the Field Instructor. Student and Field Instructor will then complete the evaluation collaboratively. The completed evaluation will be submitted to the Social Work Field Education Liaison. This document will need to be signed by the student, the student’s Field Instructor first, and then by the Social Work Field Education Liaison or Director.
The Field Instructor will recommend a grade for the student on this document. The Social Work Field Education Liaison will ultimately assign the grade to the student considering all relevant factors presented in this syllabus. This document will need to be signed by the student, the student’s Field Instructor, and by the Social Work Field Education Liaison or Director after being reviewed by all parties.

Students are required to address NASW Code of Ethics each week in supervision. If a student has not initiated a discussion of at least one ethical standard from NASW Code of Ethics each week during supervision, the student’s mid-term evaluation grade will be lowered 10 points.

- Review guidelines on originals and copies

**Final Evaluation 40%**

By the end of the 14th week in the course, students and Field Instructors will collaboratively complete a mid-term evaluation of the student’s practice knowledge, values, attitudes, and skills. *In order to promote self-evaluation, students will first independently complete an evaluation. This evaluation will be submitted to the Field Instructor.* Student and Field Instructor will then complete the evaluation collaboratively. The final evaluation will be submitted to the Social Work Field Education Liaison.

By the day of the final site visit meeting (usually during weeks 14 & 15), students and Field Instructors will collaboratively complete a final evaluation of the student’s practice knowledge, values, attitudes, and skills. In order to promote self-evaluation, students will first independently complete an evaluation. This evaluation will be submitted to the
Field Instructor (no later than the end of the 6th week, but depending on the day of the site visit, it may need to be completed earlier). Student and Field Instructor will then complete the evaluation collaboratively. The completed evaluation will be submitted to the Social Work Field Education Liaison. This document will need to be signed by the student, the student’s Field Instructor first, and then by the Social Work Field Education Liaison or Director.

The Field Instructor will recommend a grade for the student on this document. The Social Work Field Education Liaison will ultimately assign the grade to the student considering all relevant factors presented in this syllabus. This document will need to be signed by the student, the student’s Field Instructor, and by the Social Work Field Education Liaison or Director after being reviewed by all parties.

Students are required to address NASW Code of Ethics each week in supervision. If a student has not initiated a discussion of at least one ethical standard from NASW Code of Ethics each week during supervision, the student’s final evaluation grade will be lowered 10 points.

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 anne.scaggs@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

POLICY ON LATE OR MISSED ASSIGNMENTS
The course is set up on weekly modules. The week begins on Monday and ends on Sunday. Assignment due dates are shown on the calendar/schedule of this syllabus or posted within Blackboard. Failure to submit your assignments on the assigned date will result in a 10 point deduction for the first day and a 5 point deduction for each day after the posted deadline. No papers or postings will be accepted more than one week past the assigned due date.
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 Catalog

Student Responsibility and Attendance

This class is asynchronous, meaning you do not have to be on-line at a certain time. There are readings which you will have to complete to be able to adequately participate in individual and group assignments. 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. For planning purposes, this class will probably require a minimum of 6-9 study hours per week on average.

Note: This course utilizes Collaborate to engage in role plays, case study, and interaction. A day and 2 session times will be offered for students to have some flexibility. Attendance is mandatory. Collaborate times will be posted in Banner and a reminder email will be sent the day of the sessions.

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.⁴ 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 Procedures⁵ for more information.

**Plagiarism**

Plagiarism is a serious topic covered in ASU’s Academic Integrity policy⁶ 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.⁷
**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 Day 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 Schedule**

<table>
<thead>
<tr>
<th>Week/Date</th>
<th>Topic/Assignments/Assessments DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td><strong>Course Orientation</strong>&lt;br&gt;Review of NASW Code of Ethics; code of conduct; scope of practice First week at agency</td>
</tr>
<tr>
<td>June 1-6</td>
<td></td>
</tr>
<tr>
<td><strong>Week 2</strong></td>
<td>Reading: Practicum Companion Chapter 1&lt;br&gt;Lecture Topic: Discussion of Chapter 1;&lt;br&gt;Journal 1: Summary 1 due 6/13 eod&lt;br&gt;Time Sheet with Supervision documented (Week 1) Due</td>
</tr>
<tr>
<td>June 7-13</td>
<td></td>
</tr>
<tr>
<td><strong>Week 3</strong></td>
<td>Lecture Topic: Field Agency, policies and procedure, ethical dilemmas&lt;br&gt;Due: Time Sheet with Supervision documented (Week 2)&lt;br&gt;Learning Contract due 6/20 eod</td>
</tr>
<tr>
<td>June 14-20</td>
<td></td>
</tr>
<tr>
<td><strong>Week 4</strong></td>
<td>Reading: Practicum Companion Chapter 2&lt;br&gt;Lecture Topic: ethical dilemmas&lt;br&gt;Journal 2: Process Recording Due 6/27&lt;br&gt;Due: Time Sheet with Supervision documented (Week 3)</td>
</tr>
<tr>
<td>June 21-27</td>
<td></td>
</tr>
<tr>
<td><strong>Week 5</strong></td>
<td>Lecture Topic: Field Agency, policies and procedure, ethical dilemmas&lt;br&gt;Due: Time Sheet with Supervision documented (Week 4)&lt;br&gt;Midterm Evaluations due/Site Visits</td>
</tr>
<tr>
<td>June 28 -July 4</td>
<td></td>
</tr>
<tr>
<td><strong>Week 6</strong></td>
<td>Reading: Practicum Companion Chapter 3&lt;br&gt;Lecture Topic: Code of ethics, safety, etc.&lt;br&gt;Journal 3: Advocacy Letter - due 7/11 eod</td>
</tr>
<tr>
<td>July 5-11</td>
<td></td>
</tr>
<tr>
<td>Week/Date</td>
<td>Topic/Assignments/Assessments DUE</td>
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<tr>
<td></td>
<td>Due: Time Sheet with Supervision documented (Week 5)</td>
</tr>
<tr>
<td>Week 7</td>
<td>Lecture Topic: Field Agency, scope of practice, ethical dilemmas</td>
</tr>
<tr>
<td>July 12-18</td>
<td>Due: Time Sheet with Supervision documented (Week 6)</td>
</tr>
<tr>
<td>Week 8</td>
<td>Reading: Practicum Companion Chapter 4</td>
</tr>
<tr>
<td>July 19-25</td>
<td>Lecture Topic: Supervision</td>
</tr>
<tr>
<td></td>
<td>Due: Time Sheet with Supervision documented (Wk.7)</td>
</tr>
<tr>
<td></td>
<td>Journal 4: Summary 2 due 7/25 eod</td>
</tr>
<tr>
<td>Week 9</td>
<td>Lecture Topic: Field Agency, policies and procedure, ethical dilemmas</td>
</tr>
<tr>
<td>July 26-Aug 1</td>
<td>Due: Time Sheet with Supervision documented (Week 8)</td>
</tr>
<tr>
<td>Week 10</td>
<td>Discussion: Student experiences in field</td>
</tr>
<tr>
<td>Aug. 2-8</td>
<td>Due: Time Sheet with Supervision documented (Week 9)</td>
</tr>
<tr>
<td></td>
<td>Journal 5: Comprehensive Summary due 8/8</td>
</tr>
<tr>
<td>Week 11</td>
<td>All time sheets, Supervision Logs, and Evaluations are due (for Week 10 &amp; 11) no later than 8/12 by NOON</td>
</tr>
</tbody>
</table>

**Grading Rubrics**

Scoring rubric for weekly written assignments is located inside of the Bb Learning Management System.

**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.
1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
2. Developing knowledge and understanding of diverse perspectives, global awareness, or other cultures
3. Learning to apply course material (to improve thinking, problem solving, and decisions)
4. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
5. Acquiring skills in working with others as a member of a team
6. Developing creative capacities (inventing, designing, writing, performing in art, music, drama, etc.)
7. Gaining a broader understanding and appreciation of intellectual/cultural activity (music, science, literature, etc.)
8. Developing skill in expressing oneself orally or in writing
9. Learning how to find, evaluate, and use resources to explore a topic in depth
10. Developing ethical reasoning and/or ethical decision making
11. Learning to analyze and critically evaluate ideas, arguments, and points of view
12. Learning to apply knowledge and skills to benefit others or serve the public good
13. Learning appropriate methods for collecting, analyzing, and interpreting numerical information

End of Syllabus

1 https://www.angelo.edu/student-handbook/
2 https://www.angelo.edu/catalogs/
3 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
4 https://www.angelo.edu/services/disability-services/
5 https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
6 https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php
7 https://www.angelo.edu/dept/writing_center/academic_honesty.php
8 https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of