Auburn University

Course Syllabus CTEC4912

1. Instructor: Deborah Sipe Rusk

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Office Hours: Available by appointment. Accessible via email

Course Number CTEC 4912

Course Title: Practicum in Early Childhood

Credit Hours: 3 semester hours

Prerequisites: CTEC 3200 and Admission to Teacher Education

Corequisites: CTEC 4900

1. Date Syllabus Prepared: August 11, 2006; revised August, 2008; revised January 2010; August 2011
2. Required Text(s): None in addition to those required in CTEC 4200. *The Read Aloud Handbook* by Jim Trelease is recommended.
3. Course Description: Students will implement, in an early childhood classroom, the strategies and techniques learned in previous classes. There will be a close correlation between what is being learned in CTEC 4900.
4. Course Objectives: See Syllabus for CTEC 4900
5. Course Requirements:
6. Lesson Plans: Lesson plans for formal observations must follow the approved format and turned in at least 1 week in advance to both the university supervisor and the classroom supervisor. The plans must be submitted no later than 3:00 PM on the due date. Once announced, lesson plans will be turned in weekly for all lessons for the upcoming week.
7. Observations: Participants must arrange to be formally observed by the classroom teacher a minimum of 2 times and by the university supervisor at least twice. It is the responsibility of the student to schedule these observations. The classroom teacher will need to be provided an observation form to complete by the student.
8. Activity Log: Students are to submit to Blackboard activity logs on the specified dates. These must be submitted by 3:00 PM on the due date.
9. Evaluations: Students will submit on Blackboard a summary of an evaluation used with children that was successful and one that did not work as well as planned.
10. Attendance: Students will arrive at school on time, and spend a minimum of 6 hours in the early childhood setting each week. Since we will be spending only two days a week at SSE, unexcused absences are not permitted and will result in having to repeat the practicum. All excused absences must be made up. The hours you are to be at Smith Station Elementary are 8:00-11:00 on Mondays and Wednesdays. IF YOU ARE GOING TO BE ABSENT, YOU MUST CALL BOTH THE SUPERVISING TEACHER AND THE UNIVERSITY SUPERVISOR BEFORE 8:00 AM THAT DAY.
11. Course Content:
    1. Lesson Plans: 10 points each
    2. Observations: 80 points (20 points each)
    3. Activity Log: 10 points each
    4. Evaluations: 20 points
    5. Professionalism 100 points
12. Grades are assigned as follows:

S 70% or higher

U Below 70%

Students must satisfy all course objectives in order to pass this course.

1. Class Policy Statements:
   1. Special Accommodations for Students with Disabilities: If you have a disability that may prevent you from meeting the course requirements, contact the instructor before the end of the first week of classes to file a student disability statement and to discuss a reasonable accommodation plan. Course requirements will not be waived but accommodations may be made to assist you to meet the requirements, provided you are timely in working with the instructor to develop a reasonable accommodation plan.
   2. Academic Honesty: Evidence of plagiarism will result in application of measures outlined in the Auburn University Student Academic Honesty Code (Chapter 1208, Constitution of the Student Government Association, published in the Tiger Cub).
   3. Attendance to 4912: Punctual attendance is required. University approved excuses will be accepted with appropriate documentation. All excuses must be given to the instructor within two weeks of the absence for the absence to be counted as an excused absence. Any hours missed from the early childhood setting must be made up. You must have a minimum of 6 hours each week in your placement. Late attendance is not acceptable. Two late arrivals (more than 5 minutes) will be counted as an unexcused absence and will result in a lower letter grade or the need to repeat the practicum. If you are going to be absent or late, you must make your classroom teacher and your supervising teacher know by 8:00AM that day. Any plans/materials that you are responsible for that day need to be delivered to the school.
   4. Late Work: Late work will result in a penalty of 5 points per day to be taken off of your assignment. After the two day “grace period” late assignments will not be accepted.
   5. Technology: Using personal technological devices during class in not allowed. Computers, cell phones, text messaging, IPods, etc. are not allowed during class. If you are using such devices, you will be asked to put the device away. After being asked to put the device away, you will be asked to leave class resulting in an unexcused absence.
   6. Professionalism: You will be expected to display professional attitudes when dealing with teachers, students, parents, and support staff.
   7. Oral and written communication needs to be professional. Remember to use “spell-check”.
   8. If there is a problem, a conference will be arranged with the classroom teacher (if possible) and me to develop a plan for improvement. If the situation does not improve, you may be recommended to repeat the practicum.
   9. Please refer to the syllabus for 4900 for additional requirements.
   10. Assignments should be submitted to blackboard in Word format unless otherwise stated.