**COURSE SYLLABUS**

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**Office Hours: Wednesday 8:30-1:30**

**1.** **Course Number:** CTEE 8980

**Course Title:** Field Project

**Credit Hours:** 1-3 semester hours

**Prerequisites:** Departmental Approval

**Corequisites:** None

**2. Syllabus Updated:** August 2011

**3. Texts:**

American Psychological Association (2001). Publications Manual of the American Psychological Association (5th ed.) Washington, D.C.: Author.

Protocol for the Use of Human Subjects in Research (and accompanying forms online) - Auburn University homepage> Research> Human Subjects Research>Protocol Submission Forms

**4. Course Description:**

The Professional Work Sample Field Project is a classroom based-collection of data, description of a school program, etc. compiled by the student and approved by the student’s major professor.

**5. Course Objectives:**

 Upon completion of this course, student will be able to:

Formulate, plan, conduct, and report in appropriate written and oral formats an original field project under the direction of the student’s major professor.

**6. Course Content and Schedule:**

 Course content will follow the sequencing of objectives and course requirements.

**7. Course Requirements/ Evaluation:**

 Students are required to complete the following components/activities:

A. Prepare a proposal for the field project and obtain the approval of the student’s graduate advisory committee.

B. Compile an extensive review of the pertinent literature.

C. Formulate appropriate methodology and procedures for completing the project.

D. Obtain Institutional Review Board approval for research dealing with human subjects if appropriate.

E. Conduct the field project with the concurrence and guidance of the student’s graduate advisory committee.

F. Analyze and interpret the findings or results of the project.

G. Report the findings and results of the study/project in the Professional Work Sample fomat following approved guidelines.

H. Orally defend the results of the field project.

Evaluation: Pass/Fail.

**8. Class Policy Statements:**

 Participation: Students are expected to participate in all class discussions and participate in all exercises. It is the student’s responsibility to contact the instructor if assignment deadlines are not met. Students are responsible for initiating arrangements for missed work.

 Attendance/Absences: Attendance is required at each class meeting. If an exam is missed, a make-up exam will be given only for University-approved excuses as outlined in the Tiger Cub. Arrangement to take the make-up exam must be made in advance. Students who miss an exam because of illness need a doctor’s statement for verification of sickness and should clear the absence with the instructor the day they return to class. Other unavoidable absences from campus must be documented and cleared with the instructor **in advance**.

 Unannounced quizzes: There will be no unannounced quizzes.

 Course Contingency: If normal class and/or lab activities are disrupted due to faculty illness, emergency, or crisis situation, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to this syllabus and/or course assignments will replace the original materials.

Accommodations: Students who need special accommodations in class, as provided for by the American Disabilities Act, should arrange a confidential meeting with the instructor during office hours the first week of classes - or as soon as possible if accommodations are needed immediately. You must bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have these forms but need accommodations, make an appointment with the Program for Students with Disabilities, 1244 Haley Center at 844-2096.

 Honesty Code: The University Academic Honesty Code and the Tiger Cub Rules and Regulations pertaining to Cheating will apply to this class.

 Professionalism: As faculty, staff, and students interact in professional settings, they are expected to demonstrate professional behaviors as defined in the College’s conceptual framework. These professional commitments or dispositions are listed below:

 Engage in responsible and ethical professional practices

 Contribute to collaborative learning communities

 Demonstrate a commitment to diversity

 Model and nurture intellectual vitality

 **9. Justification for Graduate Credit**

Students conduct field projects which require them to formulate, plan, conduct, evaluate, and report the projects in an appropriate format under the direction of their major professors.