**ADED 4910 – Practicum in Training and Workforce Development**

**Fall 2023**

**Dr. Jane B. Teel**

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**Office Hours: Monday: 2:00-4:00pm**

**Wednesday: 11:00am-12:00 noon**

**Most days and times by appointment** *(please email for an appointment)*

**Course Title:** Practicum in Training and Workforce Development

**Credit Hours:** 3 semester hours

**Prerequisites**: Departmental approval

**Text**: No required textbook. Readings and recordings will be posted on Canvas.

# Course Description:

Provides experiences relating theory and practice. The practicum is designed to provide performance-based experience related to the area of specialization. It is designed to provide students with cooperatively selected activities that will assist them in gaining expertise/experience within a selected area of theory and practice. Flexibility is allowed to provide input by students to identify meaningful problems/applications with regard to their current and future professional activities.

# Course Objectives:

The course is designed to:

A. Provide experience closely relating theory and practice, usually carried on simultaneously.

B. Provide a variety of learning activities to afford the student the opportunity to achieve knowledge and understanding of the field of adult education.

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

A. Identify the characteristics of adult learning.

C. Demonstrate an understanding of various components related to careers in the field of training and development.

D. Submit evidence of topic understanding through submission of summaries.

# Course Requirements

# 1. Read weekly articles/current events, or chapters.

# 2. Watch posted videos and other relevant recordings.

# 3. Submit 4 summaries/discussions of the 4 weekly assignments.

# 4. Participate in 4 observation experiences.

**4. Schedule an end of semester meeting with Dr. Teel in person or via Zoom for a wrap up of the course.**

The final grade for the course will be based on the following:

**Summary #1 50 points**

**Summary #2 50 points**

**Summary #3 50 points**

**Summary #4 50 points**

**Observation #1 50 points**

**Observation #2 50 points**

**Observation #3 50 points**

**Observation #4 50 points**

**End of semester meeting with Dr. Teel 50 points**

**450 points**

The course will be graded Satisfactory (S) or Unsatisfactory (U). A final grade of 80%-100% of the points will be recorded as Satisfactory completion of this course.

# Class Policy Statements:

**Late Assignment Submission:** All due dates for assignments will be announced well in advance. Late submission of missed work will be allowed with no point deductions for excused missed work only. Written documentation is required for a missed assignment to be excused. Please refer to the Auburn University Student Policy eHandbook [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies) . Make-up of missed work for excused reasons must be scheduled within 7 days of the missed assignment.

Late assignments will only be accepted within **o**ne week (7 days) of due date for unexcused missed assignments; however, 25% of the possible points will be deducted prior to grading.

Students are responsible for initiating arrangements for missed work due to excused and unexcused absences.

**Reply to Student Email:** You will receive a response from your instructor within 24 hours, excluding weekends.

**Academic Honesty:** All work is expected to be original and creative. Plagiarism and other forms of dishonesty will not be tolerated. The Department of Educational Foundations, Leadership, and Technology follows the guidelines for "Academic Regulations" as described in the [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies/) found at [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies) . You are responsible for knowing and adhering to those guidelines. Also, please refer to the following guidelines:[Academic Regulations](http://www.auburn.edu/studentpolicies) .

**Accommodations*:***  Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to make an individual appointment with me during the first week of classes via phone call or Zoom. You will not be able to use your accommodations until you meet with me.

If you have any questions about accommodations, please contact the Office of Accessibility at 1228 Haley Center, 334-844-2096 (voice/TDD) [Accommodations](https://fp.auburn.edu/disability/).