**ADED 7910 – Practicum in Adult Education**

**Fall 2023**

**College of Education**

**Educational Foundations, Leadership, and Technology**

**Dr. Jane B. Teel**

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

**Wednesday: 11:00-12:00pm**

***Most other days and times by appointment. Please email*** [***teeljan@auburn.edu***](mailto:teeljan@auburn.edu) ***to schedule an appointment in person, by phone or Zoom.***

**Course Title:** Practicum in Adult Education

**Credit:** 1-3 semester hours **(It is your responsibility to check your schedule to make sure you are registered for the correct number of hours prior to the 5th day of Fall semester.)**

**Prerequisites:** Departmental approval

**Text**: Textbook and/or other resources (journals, research monographs unpublished research, etc.) selected as appropriate to the individual practicum topic.

**Course Description**

Provides experiences relating theory and practice, usually carried on simultaneously. The practicum is designed to provide a performance-based experience related to the area of specialization. It is designed to provide students with cooperatively selected activities/written projects 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 applications in relation to their current and future professional goals.

The approved written project/product/or research activity effort associated with the practicum should entail a minimum of 30 hours of documented work or involvement for each one (1) hour of assigned credit.

**Course Objectives**

The course is designed to:

1. Provide experience closely relating theory and practice.
2. Provide various and flexible learning activities to afford the student the opportunity to achieve required or desired experience in an area of specialization.

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

1. Select a topical area of study.
2. Write a proposal to guide completion of the study.
3. Submit evidence of study/project completion, such as a finished product or paper.

**Course Requirements**

1. In consultation with the professor in person, by phone, or Zoom, select a topical area of study.
2. Write a proposal to guide completion of the study. The proposal will include a description of the study, goals, objectives, activity management to be used in completing the study or project and resources.
3. The topic meeting must occur and the proposal must be submitted and approved prior to continuing with practicum. **If the topic meeting does not occur or the proposal is not submitted on time or no more than 7 days after the due dates, the student will automatically be dropped from ADED 7910.**
4. Submit a minimum of three (3) summaries of your progress. Each summary should be submitted via Canvas as a document.
5. Submit evidence of study/project completion, such as a finished product or paper.

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

Project Topic Meeting (topic must be approved to continue practicum) 5 points

Proposal (must be approved to continue practicum) 20 points

Partial Project Submission #1 15 points

Partial Project Submission #2 15 points

Final comprehensive project or paper 45 points

**Total 100 points**

**Satisfactory (S) = 100-80 points**

**Unsatisfactory (U) = 79.9-0 points**

**Class Policy Statements**

1. **Assignment Submission:** All assignments should be submitted via **Canvas** by the posted due date and time. The following rules apply to submission of late assignments:
2. **Late submission of assignments for excused absences:** Late assignments will be accepted if you provide written documentation for your absence within one week (7 days) of the due date and the course instructor determines that the absence is excused based on Auburn University policy. Once the excuse is submitted and approved, a new due date will be determined. Please refer to the Auburn University Student Policy guidelines on "Academic Regulations" <http://www.auburn.edu/student_info/student_policies/#i>
3. **Late submission of assignments for unexcused absences:** Late assignments will be accepted within one week (7 days) of due date for unexcused absences; however, 25% of the possible points will be deducted prior to grading.

1. **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 follow the guidelines for "Academic Regulations" as described in the [Student Policy eHandbook](http://www.auburn.edu/student_info/student_policies/) found at [Academic Regulations](http://www.auburn.edu/studentpolicies). You are responsible for knowing and adhering to those guidelines. Also, please refer to the following guidelines:

<http://www.auburn.edu/student_info/student_policies/#i>

1. **First Time Submission of Work:** Papers,presentations, projects, or any other assignments previously submitted for credit in another course will not be accepted in this course. If previously submitted work is submitted, a grade of zero will be awarded to the assignment. I encourage continuing research in specialized areas of student interest. However, if you plan to continue research begun in a previous course, you must submit the original project to me for my review prior to continuing with that topic in this class.

**4. 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:

1. Engage in responsible and ethical professional practices
2. Contribute to collaborative learning communities
3. Demonstrate a commitment to diversity
4. Model and nurture intellectual vitality

**Student Accommodations:** Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to make an individual appointment with the instructor during the first week of classes. If you have any questions about accommodations or need accommodations, please contact the Office of Accessibility:

<https://accessibility.auburn.edu/Home/CampusAccessibility> 1228 Haley Center, 844-2096 (V/TT.)

**Contingency Statement:** If normal class activities are disrupted due to widespread 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 the syllabus and/or course assignments will replace the original materials.

**Tentative Schedule**

**August 30 Topic Due**

**September 11 Proposal due**

**October 9 Partial Project Submission#1 due**

**November 1 Partial Project Submission#2 due**

**November 17 Final Project due**

**ADED 7910 Practicum Proposal Outline**

**The purpose of the Practicum Proposal is to summarize what the practicum is intended to accomplish, how you plan to go about this and what you will hope to gain because of completing the project/paper. Your practicum project should help you gain competency in your degree concentration or career.**

**The following four (4) components should be included in your Practicum proposal.**

**1. Project Description**

* Summarize the Practicum project and what you plan to design/create/write/develop.
* Discuss how the Practicum relates to your degree or your future career or educational goals.

**2. Goals & Objectives**

List at list one goal and the associated objectives for that goal. One goal is sufficient with three (3) or more objectives. However, if you have additional goals, each goal must have at least three (3) objectives.

* A goal is a broad, generalized statement about what you want to achieve.
* Objectives are steps you take to reach your goal. Objectives should be SMART: specific, measurable, attainable, relevant, and time limited.

**3. Practicum Schedule**

* Set up a timeframe for completion of each section of your project.
* The date/timeframe should coincide with the Partial Project Submission dates. Indicate by each partial project submission date what you intend to have completed.

**4. Resources**

* Identify the resources needed to complete the Practicum.
* Resources may be a general list. This is not a reference page, and no APA format is needed. This is only a list of the type of resources you will use for your project.