

TDEV 450

Practicum

Delores Rice, Assistant Professor

PhD in Adult Education and Human Resource
Development – Texas A&M University-
College Station

MEd in Higher Education – Texas State
University – San Marcos

BS in Mechanical Engineering – The University
of Texas at Austin

I joined the TAMU-C faculty in 2012.

Contact Information:

Home Campus: Texas A&M University-
Commerce

Office Location: Frank Young Education North

Phone: 512-900-1913 (google voice)

E-mail: Delores.Rice@tamuc.edu

About Me:

As you can see from my education background I have varied experiences in career exploration. I have had a few careers and enjoy helping students explore their career options. I look forward to working with you this semester during your internship/practicum experience. Please don't

hesitate to ask any questions along the way.

Textbook

No textbook is required for this course.

Grading Policy

The course grade will be determined as follows:

A - The student has exceptionally participated to develop, prepare, and improve practical step-by-step strategies for mastering his or her chosen occupation.

B - The student has adequately participated to develop, prepare, and improve practical step-by-step strategies for mastering his or her chosen occupation.

C to F - The student has inadequately participated to develop, prepare, and improve practical step-by-step strategies for mastering his or her chosen occupation.

Grading in this course will be very subjective based upon my interaction with and/or observation of your performance. The final grade in this course will be determined by the course instructor based upon her perception of course involvement. The utilization of student effort in discussions and journal entries is intended to combine with faculty

observation and interaction to triangulate upon a fair assessment of student learning.

You will be expected to participate in the development, implementation, and improvement of practical step-by-step strategies for mastering his or her chosen occupation.

Course Policies and Procedures

A. Class Participation:

Systematic and timely on-line participation is expected. University policy notes that excused absences include (i) participation in an authorized university activity, (ii) illness verified by a physician, (iii) death in the immediate family, and (iv) verifiable official court appearance. Please do not contact me after the funeral and ask me to resurrect the body. Keep in mind that this course has been developed to allow maximum flexibility in regard to your online access. You are not required to logon at specific times on specific dates. You will work with other members of the class on specific tasks; however, this activity is determined by the group.

B. Assignments Submitted by Deadlines:

Assignments are due as stated. Class participants are strongly recommended to participate with other students in completing the discussion forums.

Numbers generate strength. Teaming is an essential soft-skill in every academic environment.

C. Courtesy and Respect:

Student Conduct: All students shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment (See Student's Guide, Policies and Procedures, Conduct). TDEV 450 is an undergraduate level course. The course will require your best effort. Course demeanor is that which is expected at the university level. PLEASE KEEP IN MIND THAT THE COURSE E-MAIL IS NOT A FORUM FOR COMPLAINT! Several have been embarrassed when discovering that these e-mails come to the instructor.

D. Academic Honesty:

Academic work submitted by you (such as papers, assignments, reports, tests) shall be your work or that of the team and referenced in part or in whole to the correct source. Submission of commercially prepared materials is unacceptable.

Moreover, participants shall encourage honesty in others by refraining from providing materials or information with knowledge that these materials or information will be used improperly. Violation of these academic standards may result in removal or failure. Please see the TAMU-C Graduate Catalog and the Publication Manual of the American

Psychological Association. Students are expected to use conventions noted in the APA Publication Manual, 5th edition, for citing sources.

Conduct that violates generally accepted standards of academic honesty is defined as academic dishonesty, which includes, but is not limited to plagiarism (the appropriation or stealing of ideas or words of another and passing them off as one's own), cheating on exams or other course assignments, collusion (the unauthorized collaboration with others in preparing course assignments) and abuse (destruction, defacing, or removal) of resource material. (Texas A&M University-Commerce, Graduate Catalog).

E. Dropping the Class:

If you need to adjust your schedule by dropping this course, please follow university procedures to officially drop the class. If you fail to officially drop the class, a failing grade shall be assigned at the end of the course. Incompletes: Per university policy is granted only for circumstances beyond student's control which prevented the student from attending classes during Finals Week or the preceding three weeks (Policy A 12.07, 1998). The extension cannot exceed one semester. Failure to fulfill plan requirements within the specified time will result in an F.

F. Course Communication

Course communication will primarily occur through your MyLeo Account. You will need to regularly and systematically review your e-mail on a timely basis.

G. Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library

Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuccommerce.edu

Course Outline

TDEV 450 will consist of four online lessons. These lessons will be available on the indicated dates. The lessons will not be accessible until the indicated dates. Lesson may include

lecture material and voice over PowerPoint discussions. Lessons may refer class participants to other digital materials and/or resources. You will need internet access capable of accessing and viewing the indicated discussions.

Course lessons will open and close on the indicated dates. Courses will not be accessible before or after these dates. Please put forth every effort to work within this framework.

Lesson One: Introduction to Work-Based Learning Opens on August 27, 2012 Closes on September 2, 2012 at 11:59pm

Lesson Two: Personal Leadership Strategies Opens on September 3, 2012 Closes on September 16, 2012 at 11:59pm

Lesson Three: Change and the Workplace Opens on September 17, 2012 Closes on September 30, 2012 at 11:59pm

Lesson Four: Career Development and Enhancement Opens on October 1, 2012 Closes on October 12, 2012 at 11:59pm

Additionally, to stimulate your cultural enrichment, some lessons may include Waller's Cultural Corner to examine some aspect of cultural enrichment.

****ATTENTION: (This is an undergraduate course created by Dr. Rusty Waller, Educational Leadership Department Head). You will

be reviewing videos and powerpoints created by Dr. Rusty Waller. I will, however, teach this course for the Fall 2012 semester. In addition, I will conduct all internship (employment visits). Please send me the preferred times/dates, physical address, and phone number that will work best with these visits. Thank you, Dr. Rice