The professor reserves the right to modify this syllabus during the semester, if needed. The professor also reserves the right to extend credit for alternative assignments, projects, or presentations.
Assignment Descriptions:

Field Experiences

Each student will be employed or volunteer as a secondary teacher in Agriculture, Family and Consumer Sciences, or another related subject (such as Career Investigation or Career Preparation). In rare cases, portfolios of extensive work as a substitute teacher (or educational paraprofessional) or university graduate teaching assistant may be evaluated to determine applicability to the secondary-level field experience requirement. Each student is expected to submit a hard-copy portfolio (notebook format) that includes:

- Class schedule
- Sample correspondence with parents
- Sample handouts and exams
- Certificates (copies) for training
- Course outlines/syllabi/TEKS
- 2-3 samples of lesson plans
- Description or 2-3 lab activities
- Resume

The course professor or his designee will conduct two on-campus observations of the student’s teaching performance. Certified teachers who are enrolled in this course as part of a master’s degree program will also have two observations. One observation may be conducted at an FFA, TAFE, or FCCLA activity, which is reflective of the teacher’s added responsibility beyond the classroom. The observations will be similar to those used in teacher appraisal (PDAS).

Seminar Participation

Each student is expected to attend and participate in all four seminars. Each seminar is worth a maximum of 25 points toward Total Points Earned.

Individual Presentation

Each student will give a 5-8 minute presentation over a teaching tip, resource, or project idea that could be used by other class members. The student is expected to provide a one page (minimum) handout summarizing key points of information presented.

Reflective Essay

In lieu of a final exam, the student will compose a reflective essay using prompts provided by the professor as a guide for determining appropriate essay content.

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Class Syllabus Addendum

Professionalism
Students are expected to log on to the scheduled module of instruction, review assigned resources, and complete online discussions. Their participation in online discussion and other virtual instructional activities should follow the basic principles of common courtesy and decency. Rude or profane comments, as well as cheating in any form, will not be tolerated. Failure to comply with the professor’s guidelines may result in suspension from class for the remainder of the instruction.

Reasonable Accommodations
Requests from students with disabilities for reasonable accommodations must go through the Academic Support Committee. For more information, contact Coordinator of Disability Services at 903/886-5835.

Office Hours
The following office hours are the official times that I will be available for drop-in student consultation. I have an open door policy and will try to assist students any time that I am available. However, occasionally the professorial demands of class preparation, research, and service prohibit immediate drop-in service.
Monday by appointment
Wednesday mornings by appointment and 1:00-4:00 p.m.
Friday by appointment

Academic Honesty and Integrity
Students are expected to do their own work. Assistance with written assignments, such as proofreading or editing, is encouraged as long as the final concepts and product are those drafted and authored by the student. Information or materials (including ideas, quotes, data, procedures, etc.) from sources other than the student must be given proper credit through appropriate citation. The discipline of Agricultural Education uses the APA format (6th edition) as its primary style guide for publications, including research papers and reports. Assistance with this format and general guidelines for written assignments are available at the following two sources:

The Online Writing Lab at Purdue University
http://owl.english.purdue.edu/owl/resource/560/01/

Academic honesty and integrity is expected of all students. Cheating including but not limited to copying, talking to classmates during testing, using notes when prohibited by instructor, and plagiarism (as defined by the Council of Writing Program Administrators http://www.wpacouncil.org/node/9) will not be tolerated. Penalties may include grade reduction or suspension from class, depending on the frequency and severity of the violation.

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