Semester/Year: Spring 2016

Time/Location: Thursdays, 5:30-7:00pm
Ed Annex 167

Instructors: Dr. Robyn Huss

Office Location: Coliseum 2046

Office Hours: Mondays 11:00am-3:00pm and Thursdays 11:00am-5:00pm; Other days/times may be arranged by appointment, or Online via email.

Telephone: Direct Line: 678-839-6187
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Online Support: D2L Home Page
https://westga.view.usg.edu/

D2L UWG Online help
http://uwgonline.westga.edu/students.php

D2L 24 hour Help
https://d2lhelp.view.usg.edu/

UWG Distance Learning
http://uwgonline.westga.edu/

Distance Learning Library Services
http://libguides.westga.edu/content.php?pid=194430

Resources for Distance & Off-Campus Students
http://libguides.westga.edu/content.php?pid=194459

Ingram Library Services
http://www.westga.edu/library/

University Bookstore
http://www.bookstore.westga.edu/
Course Description

Prerequisite: Admission to Teacher Education
This course is designed to engage interns in a critical reflection of issues, topics, materials, and skills appropriate to their professional development and teaching experience during their internship. The course will also serve as a capstone experience for satisfying exit requirements of the program. Taken concurrently with SEED 4286.

COE Vision and Mission

The College of Education at the University of West Georgia will be recognized for Leading a New World of Learning, with relevant and innovative programs that contribute to educational improvement and the betterment of society.

Locally connected and globally relevant, the Mission of the College of Education is to prepare graduates for meaningful careers in diverse settings. Spanning undergraduate through doctoral study, we are committed to depth of knowledge and excellence in teaching, professional practice, and applied research.

The vision and mission of the College of Education at UWG forms the basis on which programs, courses, experiences, and outcomes are created. National and state standards (e.g. INTASC) are incorporated as criteria against which candidates are measured. This course’s objectives, activities, and assignments are related directly to the appropriate standards, as identified below.

Approaches to Instruction

This course will use interactive direct instruction, small group discussion, peer editing and feedback, and writing across the curriculum as strategies.

This course will be delivered less than 50% online.
Course Objectives

Students will:

1. Discuss issues related to internship, including topics derived from didactic course work, topics of group interest and topics introduced by guest speakers and the course instructor (Danielson, 2006; Kronowitz, 2012; Marzano, Pickering, & Pollock, 2004; Radford, 2013); (Conceptual Framework Descriptors: Decisive; Reflective; Standards: INTASC 4, 7, 9)

2. Reflect on the knowledge and skills that were experienced in the required educational program (Cruickshank, Jenkins, & Metcalf, 2011; Kronowitz, 2012; Marzano, Pickering, & Pollock 2004; Radford, 2013) (Conceptual Framework Descriptors: Inquisitive; Reflective; INTASC 3, 4, 8, 9)

3. Reflect on the practices implemented as a part of the current and previous field experiences (Arnold, 2001; Cruickshank, Jenkins, & Metcalf, 2011; Radford, 2013); (Conceptual Framework Descriptors: Adaptive; Reflective; INTASC 3, 4, 8, 9)

4. Complete a summary/reflective/assessment portfolio (complete electronic portfolio) designed to demonstrate mastery of program content; (Radford, 2013); (Conceptual Framework Descriptors: Decisive; Inquisitive; Adaptive; Knowledgeable; Reflective; INTASC 1-10) and,

5. Compose reflective compositions on growth as a professional that incorporate the understanding of how content, pedagogy, diversity, ethics, and technology affect the teaching profession. (Radford, 2013); (Conceptual Framework Descriptors: Reflective; Standards 1-10)

Texts, Readings, Instructional Resources, And References

Required Texts

- Subject-specific edTPA Handbook (e.g. “Secondary Science” or “Secondary Social Studies”). Available on Tk20

- Stewards of Children Online Child Sexual Abuse Prevention Training. This 2-hour training has a cost of $10, payable on the website; it is available at http://www.d2l.org/site/c.4diCIJOkGcISE/b.6143709/k.3D5F/Child_Sexual_Abuse_Prevention_Training_ONLINE.htm


Required Instructional Resource:

- Tk20 Subscription. These are available at the University Bookstore or http://www.westga.edu/coe/index_550.php. If you have purchased a subscription previously, DO NOT re-subscribe. For more information about this resource, see http://www.westga.edu/coe/index_550.php. For assistance, email tk20@westga.edu.
Class, Department, and University Policies
Please carefully review the information at [Common Language for Course Syllabi](#). It contains important information related to your rights and responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review the information each semester. In addition to the above information the following policies apply to this course.

**Academic Honesty:**
All work completed in this course must be original work developed this semester. Students are expected to adhere to the highest standards of academic honesty. Plagiarism occurs when a student uses or purchases ghostwritten papers. It also occurs when a student utilizes ideas or information obtained from another person without giving credit to that person. If plagiarism or another act of academic dishonesty occurs, it will be dealt with in accordance with the academic misconduct policy as stated in the latest [Student Handbook](#) and the [Graduate Catalog](#).

**Attendance:**
You are expected to attend each of the 6 scheduled Saturday meetings. Each day will begin at 10:00 am with a lunch break from approximately 12:30-1:30 and will end by 4:00 pm.

**Americans with Disabilities Act:**
The official UWG policy is contained in the link to the Common Language for Course Syllabi located on the Provost’s website. All students are provided with equal access to classes and materials, regardless of special needs, temporary or permanent disability, special needs related to pregnancy, etc. For more information, please contact Disability Services at the University of West Georgia: [http://www.westga.edu/studentDev/index_8884.php](http://www.westga.edu/studentDev/index_8884.php).

**Extra Credit:**
Extra credit will not be available in this course. Please do your best work on the assigned activities.

**Late Work:**
Late work will not be accepted unless permission has been granted in advance for extenuating circumstances. Work may be, in some cases, posted early.

**Professional Conduct:**
As teachers you have made a commitment to the education profession. As such, you should conduct yourself at all times in a professional manner. Please plan on actively participating in all course activities, reflecting on and discussing your teaching profession, and developing collegial, supportive relationships with your fellow teachers. The use of computers, cell phones, tablets, and other devices for non-course related activities during our face-to-face class meetings is unprofessional. Please step outside the room to take an important call or answer an emergency message.

**Student Email Policy:**
The official email policy is contained in the link to the Common Language for Course Syllabi located on the Provost’s website. Please do not use the email function in CourseDen to contact your instructors. You will receive a faster response by emailing their @westga.edu address directly.

**UWG Cares:**
If you or someone you know is in a distressing situation, support is available at [http://www.westga.edu/UWGCares/](http://www.westga.edu/UWGCares/) The website contains access to helpful resources and phone numbers related to emergency or crisis situations and safety concerns, medical concerns, multicultural, psychological and personal issues and interpersonal conflict.
Course References


Assignments, Evaluation Procedures, and Grading

Grading for this course is based on total points assigned. Your average will be determined by dividing the total of points you earned for the assignments by the total points possible. Assignments will be graded based on accuracy, completeness, and consistency with deadlines, as well as the guidelines distributed and/or discussed in class. Failure to meet deadlines/guidelines for the assignments will result in a grade reduction.

Note: Assignments may be altered, added, or eliminated, based on the instructor’s discretion and the needs of the class. Grades that influence your final average include (but may not be limited to) the following:

- Attendance and Participation 150 points
- Darkness to Light certificate 10 points
- Parent Conference reflection 20 points
- Hiring Simulation activities
  - Draft résumé and cover letter 20 points
  - Final résumé and cover letter 20 points
  - Mock Interview reflection 20 points
- InTASC Portfolio 60 points

300 points TOTAL

Class Grade
A = 90-100 % of points; B = 80-89 % of points; C = 70-79 % of points; F = 0-69 % of points
### Tentative Schedule for Spring 2015
This is a general plan for this course. Be aware that this schedule may change as the semester progresses! Any/all changes will be reflected in the weekly assignment postings on CourseDen.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Course Topics</th>
<th>Readings and Viewings</th>
<th>Homework (due in class)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thurs Jan 14</td>
<td>No class: refer to CourseDen for this week’s information</td>
<td>Darkness to Light registration information on CourseDen</td>
<td>Darkness to Light Certificate due online</td>
</tr>
<tr>
<td>Thurs Jan 21</td>
<td>Internship support Classrooom management edTPA documents/permissions</td>
<td>edTPA Handbooks overview</td>
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<tr>
<td>Thurs Jan 28</td>
<td>Internship support Video troubleshooting</td>
<td></td>
<td>edTPA permissions due</td>
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<tr>
<td>Thurs Feb 4</td>
<td>Internship support Résumé and Cover letters</td>
<td></td>
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<tr>
<td>Thurs Feb 11</td>
<td>Internship support Peer review of edTPA Task 1</td>
<td>edTPA Handbooks</td>
<td>edTPA Task 1 prepared to share</td>
</tr>
<tr>
<td>Thurs Feb 18</td>
<td>Internship support Teacher Expectations and Student Achievement</td>
<td></td>
<td>Résumé and Cover letter due</td>
</tr>
<tr>
<td>Thurs Feb 25</td>
<td>Internship support Peer review of edTPA Task 2</td>
<td>edTPA Handbooks</td>
<td>edTPA Task 2 prepared to share</td>
</tr>
<tr>
<td>Thurs Mar 3</td>
<td>Internship support Peer review of edTPA Task 3</td>
<td>edTPA Handbooks</td>
<td>edTPA Task 3 prepared to share</td>
</tr>
<tr>
<td>Thurs Mar 10</td>
<td>edTPA submission workshop</td>
<td>edTPA Handbooks</td>
<td>Final edTPA documents/files ready to upload to Tk20 and submit to Pearson in class!</td>
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<tr>
<td>Thurs Mar 17</td>
<td>No class – UWG spring break</td>
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<tr>
<td>Thurs Mar 24</td>
<td>Internship support</td>
<td></td>
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<tr>
<td>Thurs Mar 31</td>
<td>Internship support InTASC Portfolio discussion Mock Interview assignment</td>
<td>Readings and assignment information on CourseDen</td>
<td>Résumé and Cover letter due</td>
</tr>
<tr>
<td>Thurs Apr 7</td>
<td>No class – public school spring break</td>
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<tr>
<td>Thurs Apr 14</td>
<td>Internship support TeachLive parent conferences</td>
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<td>InTASC portfolio (binder) due Parent Conference reflection due</td>
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<tr>
<td>Thurs Apr 21</td>
<td>Internship support portfolio binders returned</td>
<td></td>
<td>Mock Interview reflection due online</td>
</tr>
<tr>
<td>Thurs Apr 28</td>
<td>No class – congratulations after a successful semester!</td>
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</table>