



discuss them. If materials are added via Blackboard, you will be notified during class or via email.

#### **IV. Instructional Procedures**

This is a hybrid course, which means that we will meet as a group at selected times throughout the semester. The primary format of instruction for this course will be the observation and participation in the assigned clinical setting. The focus will be on the candidates' successful experience in their placements.

#### **V. Course Requirements**

##### **A. Administrative Requirements**

1. It is the responsibility of all members of the USCA academic community to promote, maintain, and enforce academic honesty as noted in the Academic Code of Conduct published in the USCA Student Handbook. Candidates have the right to expect that the provisions of this Code will be enforced and it will be done. The following statement must be included at the end of every assignment at the bottom of the cover page.

On my honor as a University of South Carolina Aiken student, I have completed my work according to the principle of academic integrity. I have neither given nor received any unauthorized aid on the assignment/examination.

Name \_\_\_\_\_ Date \_\_\_\_\_

If an assignment is electronically submitted, a typed signature will be accepted in lieu of a handwritten signature.

If an assignment does not include the Academic Code of Conduct, **points will be deducted and** you will be asked to prepare a new cover sheet with the required statement.

2. If you have a physical, psychological, and/or learning disability with might affect your performance in this class, please contact the Office of Disability Services, 126A B & E, (803) 641-3609, as soon as possible. The Disability Services Office will determine appropriate accommodations based on medial documentation.

3. Punctual attendance at all class sessions is expected. Absence from a class, excused or not, does not alter any student responsibilities. All assignments are due on the date posted. If a student is not able to come on campus that day, it is nonetheless her/his responsibility to ensure the assignment is turned in. Late assignments, unless arrangements have been made before the beginning of class, will not be accepted.

If a candidate is unable to attend a class, it is his/her responsibility to turn in any assignments due, to get a copy of anything distributed during class, and to learn the material covered during the class. It is suggest candidates exchange contact information with other students in the class at the beginning of the term.

## B. Required Activities

Engagement observations & paper Implementation of behavior intervention plan (BIP) – includes Analysis of Student Learning	20%
Reflection on BIP	30%
Reflection on FBA	25%
Practicum Participation (25 hours)	25%
Time Sheet	Acceptable or Target
Clinical Dispositions Evaluation	Acceptable or Target

## VI. Evaluation and Grading Scale

It is the intention of this class that every student become successfully prepared in this subject area. Since individual grades are not computed on a curve, it is possible for every student in the class to earn an A.

### A. Incompletes

Incompletes will be granted only in rare cases under extenuating circumstances beyond the student's control. It is the student's responsibility to provide proof of these circumstances to the instructor in a timely manner and to make arrangements with the instructor for the class work to be completed as soon as possible.

### B. Extra Credit

The class is designed so that students who consistently attend class, actively participate in and contribute to class discussions, study and comprehend class readings, turn in quality assignments, and adequately prepare for tests will achieve a high grade in the class. Under these circumstances, extra credit is not needed.

### C. Evaluation and Grading Scale

If you have any questions or concerns about the grading process or your progress in particular, I encourage you to come and see me.

A	(93 - 100%)
B+	(90 - 92%)
B	(83 - 89%)
C+	(79 - 82%)
C	(70 - 78%)
D+	(66 - 69%)
D	(60 - 65%)
F	(59% and below)

## VII. Other Requirements

### A. Assignments

Assignments are an integral part of the learning process. They are due on the date posted. It is recommended that you do not try to complete assignments at the last

minute since computer and printer problems will not be an acceptable excuse for not turning in an assignment on time. Late assignments will not be accepted.

All assignments, except those done during class, must be printed from a computer. Please use a size 12 block font (not a script font). Please note that grammar and spelling errors will affect your grade. The APA format is to be used for written assignments. Please submit on 8 X 11" paper, either stapled or clipped securely together. Include a cover sheet that specifies the assignment, class, date due, and the Academic Code of Conduct. Do not place your work in a folder or binder of any kind. For your own protection, keep a copy of your assignments.

The Publication Manual of the American Psychological Association is to be used as the style guide for this course. All assignments submitted must adhere to the requirements set forth in this manual. All assignments must have a title page, use double spacing with 1" to 1.5" margins on all four sides, and use proper documentation of sources. Reference pages are to be included when needed.

Copies of the APA Manual are available in the library. Information on the APA format may also be accessed through the Internet at several sites, including <http://www.wisc.edu/writetest/Handbook/DocAPAFormatting.html> and <http://www.crk.umn.edu/library/links/apa5th.htm>. Failure to adhere to the APA format will affect the grade on the assignment.

The following are short descriptions of assignments and assessments for the semester. More specific information and explanations will be distributed in class or posted on Blackboard. Whenever something is posted on Blackboard, you will receive an email notice. It will include a request that you respond so that I know you have received notification.

**Engagement Observations:** Candidates will conduct six one-minute engagement observations on two students (for a total of 12 observations) and write a report based on those observations.

**Implementation of Behavior Intervention Plan:** Candidates will implement the Behavior Intervention Plan created in AEDX 424. The final report will evaluate the success of the BIP.

**Reflections:** Candidates will write two reflections, one for their BIP and one for their FBA.

**5. Practicum Participation:** Candidates are expected to complete a minimum of 25 hours in a special education classroom. You must submit your schedule to the University Supervisor. To receive credit in the course, all 25 hours must be completed and document. The University Supervisor will provide a time sheet for each candidate. At the end of each observation period, the candidate is to record the date, starting time, finishing time, and total time of the visit. Both the candidate the Cooperating Teacher must initial the time sheet **each time** to verify each classroom visit. A 'backup' copy of the time sheet is recommended. An accurate time sheet must be submitted to receive credit in this course. During each visit to your class, in addition to observing, you should

assist the teacher whenever possible and as requested. All activities should take place within the classroom under the direct supervision of the teacher.

**8. Professionalism:** You are expected to demonstrate those characteristics typically associated with professional educators. This includes everything from appropriate dress to checking into the school office to interpersonal communication. Use the Disposition Evaluation Form, which must be completed by the Cooperating Teacher, as a guide. In addition, remember to schedule visits with the teacher in advance. Be on time, prior to the start of class. Notify the teacher as soon as possible if you are going to be late or will miss a scheduled observation. At no time are your observations to be discussed with anyone outside of the context of this course. Be aware of your surroundings and do not discuss the students with anyone other than your Cooperating Teacher or University Supervisor while on site. When discussing your experiences within the context of class, do not make any comments that would result in the identification of particular students or teachers. You must receive a rating of either "Acceptable" or "Target" to pass this course.

**B. Cell phones:**

Switch off all cell phones to non-audio mode before the start of class and during your practicum.

**VII. Schedule**

The first class meeting will be in B&E 130. for the remainder of the semester, you will spend your time at the practicum site. However, this time each week is reserved for class meetings in case they are needed.

**\*Tentative Schedule - AEDX 424P**

<b>Date</b>	<b>Topic/Assignments</b>
8-26	<b>Class Meeting</b>
9-22	<b>Engagement Observations due</b>
	<b>Implementation of BIP due</b>
	<b>Reflection on FBA due</b>
	<b>Reflection on BIP due</b>
12-2	<b>Time Sheet due</b>
	<b>Dispositions Form due</b>

**\*The schedule and assignments may change at the professor's discretion.**

