Childhood Studies, ELCC Diploma Program

Winter, 2023

ELCC 345 Practicum Seminar IV

1 credit, 15 hours

This course provides a weekly forum to support and debrief practicum experiences and explore the integration of theory with practice. The reflection on established practice competencies is emphasized.

Pre-requisite: ELCC Certificate and ELCC 334 and ELCC 335

Pre-requisite or Co- requisite: eight 300 level ELCC courses

Co-requisite: ELCC 344

Instructor:

Krista Lloyd-Michaud

CC202B

780-791-4992

Krista.Lloyd-Michaud@Keyano.ca

Office Hours:

Monday 3PM to 4PM or by appointment
Tuesday 3PM to 4PM or by appointment
Wednesday 3PM to 5PM or by appointment
Thursday 2PM to 4PM or by appointment
Friday 2PM to 4PM or by appointment

If you require confidential assistance, please email to schedule a time to meet. Your email will be returned within 24 hours. Emails sent on weekends will be answered on the next business day.

Delivery Method and/or Hours of Instruction:

This will be an online-delivered course using Moodle

Attending Online Virtually via Zoom:
1. Enter our Moodle course, go to Course Information section, and click on the Online Virtual Session Zoom link to join the class.

2. Once you click on "Online Virtual Session Zoom link," a dialog box will appear, click the Join Meeting button.

Expectations of Students with Respect to Technology:

Log in to Moodle at least three times a week to check announcements and the schedule (it's good to get into the habit of checking Moodle daily for each of your courses).

1. Participate in class regardless of whether you attend face-to-face, virtually via Zoom (synchronously), or asynchronously.
2. If you choose to attend class virtually via Zoom or Teams:
    a. make sure that your technology is updated and ready for each class (log in 5-10 minutes early to check updates and connections).
        i.   Note: Public Wi-Fi connections sometimes may not support the bandwidth necessary for Zoom.
        ii. Headphones are recommended.
        iii. Cameras on preferred.
    b. once you enter the Zoom room, all you need to do is wait for the session to begin.
        i.   There may be second difference between the virtually and "real life," so you will experience the lecture with a little bit of lag. However, this will not be noticeable unless you are attending in person and also have Zoom/Microsoft Teams open.
        ii. You instructor will monitor all questions that come in, so don't worry about any lag.
3. If you choose to attend class in person, it is recommended that you bring a device to class to login to Zoom session for group work.
4. Be respectful of your peers and the instructor regardless of whether you attend face-to-face or virtually.
5. Having non-course-content-related technology issues?
    a. If you ever have a problem, first try using a different browser.
    b. For Zoom related issues, you might find your answer at [Getting Started with Zoom](#)
    c. For Moodle related issues, visit [Learning to use Moodle](#)
    d. For general issues, you can call 780-791-4965

Required Resources:

- Copple, C. & Bredekamp, S. Eds. (2009). Developmentally Appropriate Practice in early childhood programs: Serving children from birth through age 8. (3rd ed). Washington, DC: NAEYC. [Paperback: ISBN: 978-1928896647]
-Stacey, S. (2018). Emergent curriculum in early childhood settings: From theory to practice. St. Paul, MN: Red leaf Press. [Paperback: ISBN: 978-1605545837, E-book: 978-1605545844] –
-ELCC 344 Practicum Workbook (REPROPACK)

-Flight: Alberta's Early Learning and Child Care Framework. (2014). Retrieved from https://flightframework.ca/

Depending on your practicum setting, EITHER:

-Harms, T., Cryer, D., & Clifford, R. (2006). Infant/Toddler environment rating scale (revised edition). New York, NY: Teachers College Press. ISBN-13: 978-0807758670
- Harms, T., Cryer, D. (2014). Early childhood environment rating scale (revised edition). New York, NY: Teachers College Press. ISBN-13: 978-0807755709
-Harms, T., Jacobs, E., & White, D. (2013). School age care environment rating scale. New York, NY: Teachers College Press. ISBN-13: 978-0807755099
- Harms, T., Jacobs, E., & White, D. (2013). Family Child Care environment rating scale. New York, NY: Teachers College Press. ISBN-13: 978-0807747254

Recommended:

- Articles in Child Care Information Exchange, Young Children and other early childhood journals/websites
- Access to and use of a digital camera and USB flash drive

Course Outcomes:

Upon successful completion of the course, the student shall be able to:

1. Identify achievable goals based on past evaluations and content of recent and present courses.
2. Select and practice observations skills used to observe and document children, their play interests and developmental needs.
3. Discuss and debrief plans for child-centered, emergent, developmentally appropriate programs for children.
4. Construct tool to collect detailed feedback from various sources about professional practice.
5. Share resources and practicum experiences to support personal and professional development.
6. Successful completion of four ELCC 344 Practicum Diploma Booklet competencies, to complement the four previously completed in ELCC 334.

Evaluation:

Practicum seminar courses are **PASS/FAIL.** Group participation is a major component of the seminar; therefore, regular attendance is required. Attendance of less than 80% without confirmation of extenuating circumstances and arrangements to address missed practicum content in an alternate way will result in a failing grade.

Important - Please note: a passing grade of C- (60%) in ELCC 344 is necessary to achieve a passing grade (P) in ELCC 345.

An incomplete Practicum Diploma Booklet will result in failing practicum and thus a failing grade in practicum seminar.

Performance Requirements and Student Services:

Student Responsibilities

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College credit calendar. The Keyano College credit calendar also has information about Student Rights and Code of Conduct. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies.

Student Attendance

Class attendance is useful for two reasons. First, class attendance maximizes a student's learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course. It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and notes that may be due.

Academic Misconduct

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:
 • Plagiarism or the submission of another person's work as one's own
 .• The use of unauthorized aids in assignments or examinations (cheating);
 • Collusion or the unauthorized collaboration with others in preparing work.
 • The deliberate misrepresentation of qualifications.
 • The willful distortion of results or data. • Substitution in an examination by another person.
 • Handing in the same unchanged work as submitted for another assignment and
 • Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Code of Conduct section of the Keyano College credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Code of Conduct Policies. In order to ensure your understanding of the concept of plagiarism, you must successfully complete the online tutorial found on ilearn.keyano.ca. Then print the certificate, sign it, and show it to each of your instructors. Your course work may not be graded until you show this signed certificate.

Online Learning

Technology and internet connectivity will impact your online learning experience. You may be required to watch online videos, take online quizzes, or participate in live online classes. Live/virtual courses will be

hosted in Microsoft Teams or Zoom. For all course delivery types, you will access your course resources on Keyano's learning management system: Moodle (iLearn). Login in using your Keyano username and password. Keyano College operates in a Windows-based environment and having access to the correct tools for online learning is essential.

Internet Speed

Minimum download and upload speeds of 10 Mbps. Recommended download speeds of 25 Mbps and upload speeds of 10 Mbps (if you are sharing your internet at home). You can check your internet speed with Speedtest by Ookla.

Computer System Requirements

Keyano College software are Windows based.

Minimum Requirements and Recommended Upgrades for Windows (preferred system) and Apple devices
These minimum standards are required for a Windows computer/laptop (OS 10 or 11) and a MacIntosh (OS 10.14 or above.
1. Windows 10 Operating System or above 2. 4GB of RAM. Recommended upgrade to 8GB of RAM. 3. 10GB+ available hard drive storage space. Note installing Microsoft Office 365 requires 3GB of available hard drive space.   a. Install the Microsoft Office 365 suite (~3GB) * 4. Microphone, webcam, and speakers (All modern laptops have these three accessories built-in. However, a headset or earbuds with a microphone is also recommended. 5. Windows has built-in anti-virus/malware software. It is essential to install system updates to keep your device secured regularly. *Microsoft Office 365 is free to Keyano students.
Tablets, iPads, and Chromebooks are **not** recommended: they may not be compatible with the testing lockdown browsers and Microsoft Office 365.

Specific Department Requirements

Business and OA programs require Windows 10 or higher.
Other programs may utilize Windows-based tools as well.

Computer Software

Students have access to Microsoft Office 365 and Read & Write for free using Keyano credentials.

See Recommended Technology for more information.

Recording of Lectures and Intellectual Property

Students may only record a lecture if explicit permission is provided by the instructor or Accessibility Services. Even if students have permission to record a lecture or lecture materials, students may not share, distribute, or publish any of the lectures or course materials; this includes any recordings, slides,

instructor notes, etc., on any platform. Thus, no student is allowed to share, distribute, publish or sell course-related content without permission. It is important to recognize that the Canadian Copyright Act contains provisions for intellectual property. The Academic Integrity Policy provides additional information on Keyano College's expectations from students as members of the intellectual community.

ITS Helpdesk

If you have issues with your student account, you can contact the ITS Helpdesk by emailing its.helpdesk@keyano.ca or calling 780-791-4965.

Specialized Supports

The Student Services Department is committed to Keyano students and their academic success. There is a variety of student support available at Keyano. All student services are available during Keyano business hours: Monday to Friday, 8:30 a.m. to 4:30 p.m. The College is closed on statutory holidays. If you require support outside of regular business hours, please inform the support service team, and they will do their best to accommodate your needs.

Accessibility Services provides accommodations for students living with disabilities. Students with documented disabilities or who suspect a disability can meet with an Access Strategist to discuss their current learning barriers and possible accommodations. Students who have accessed accommodations in the past are encouraged to contact the department to request accommodations for the following semester. Please note that requesting accommodations is a process and requires time to arrange. Contact the department as soon as you know you may require accommodations. For accessibility supports and disability-based funding, please book an appointment by emailing us at: accessibility.services@keyano.ca.

Accessibility Services also provides individual and group learning strategy instruction for all students and technology training and support to enhance learning. You can meet with an Access Strategist to learn studying and test-taking strategies. In addition, you can schedule an appointment with the Assistive Technology Specialist to explore technology tools for learning. Book an appointment today by emailing: accessibility.services@keyano.ca

Wellness Services offers a caring, inclusive, and respectful environment where students can access free group and individual support to meet academic and life challenges. Mental Health Coordinators provide a safe and confidential environment for you to seek help with personal concerns. Our Wellness Navigator offers support with basic needs such as housing, financial and nutritional support, and outside referrals when needed. Wellness Services welcomes students to participate in group sessions that address topics including mindfulness and test anxiety throughout the academic year. Individual appointments can be made by emailing wellness.services@keyano.ca.

Library Services provides students with research, information, and educational technology supports as they engage in their studies. Library staff are available to help you online and in person throughout the semester. Librarians offer individual and small group consultations booked using the online Book A Librarian calendar. The library also provides virtual research and subject guides to help you with your studies. Find the guide that supports your course-related research by viewing the complete list of online Subject Guides. To start your research and access citation guides (APA, MLA, Chicago, or IEEE), visit the Research Help page. The library's collections (including print and online materials) are searchable using OneSearch. The library offers a Loanable Technology collection to support students accessing and using technology. For an up-to-date list of technology available for borrowing, visit the library's Loanable Technology webpage. For a detailed list of library resources and services, go to www.keyano.ca/library. For all inquiries, please email askthelibrary@keyano.ca or chat with us online.

The **Academic Success Centre** at Keyano College (CC-119) provides **free** academic support services to registered students, such as tutoring, writing support, facilitated study groups, workshops, and study

space. Academic Content Specialists are available in Mathematics, Science, Trades, Power Engineering, Upgrading/College Prep, Human Services, English, Humanities, and more. Students are encouraged to visit the Academic Success Centre to discuss study strategies and academic concerns. For additional information, please email Academic.Success@keyano.ca.

The **Academic Success Coach** is located in the Academic Success Centre and works with students to develop academic success plans, time management skills, study strategies, and homework plans. For additional information, please email Academic.Success@keyano.ca.

Authorization

This course outline has been reviewed and approved by the Program Chair.

Krista Lloyd-Michaud

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[First Name, Last Name], Instructor

Alexis Laird

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[First Name, Last Name], Chair   Date Authorized

Arlene Starkes

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[First Name, Last Name], Dean   Date Authorized

Signed copies to be delivered to:
Instructor