

EA 210, Practicum II

4 credits, 160 hours

This course allows the students to build on skills learned in Practicum I and to demonstrate increasingly complex communication, guidance, and problem-solving skills with children. Placements for this practicum will be with mentor teacher/educational assistant teams in middle and upper elementary grades or older.

Prerequisites: EA 110 and EA 125: Co-requisites EA 225 and 10 certificate courses

Instructor

Instructor Name: Dr. Chinwe Ogolo

Office location: CC205-H

Phone number: Teams

Chinwe.Ogolo@keyano.ca

Office Hours

Monday: 2:30-3:30

Tuesday: 1:30- 2:30

Wednesday: 4:00-5:00 or by appointment.

If you require confidential assistance outside of weekly office hours, please email to schedule a time. Your email will be returned within 48 hours. Emails sent on weekends will be answered on the next business day. Any casual course-related questions are encouraged to be posted on the course forum within Moodle.

Hours of Instruction & Location

Day	Time (e.g., 0:00 – 0:00)	Location (e.g., Room#/Moodle/HyFlex)
Wednesday & Thursday	8: 00 – 4:50	Off Campus/Practicum Settings

Required Resources

Developmentally appropriate practice in early childhood programs: Serving children from birth through age 8, National Association for the Education of Young Children, Fourth Edition

• National Association for the Education of Young Children. (2021). *Developmentally appropriate practice in early childhood programs: Serving children from birth through age 8 (4th ed)*. NAEYC.

• EA Practicum Workbook (REPROPACK)

Course Outcomes

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

1. Demonstrate familiarity with classroom practices and routines and take responsibility for accomplishing tasks (both assigned and independently)
2. Demonstrate skills in collaborative planning with staff and other school personnel.
3. Demonstrate effective communication skills with students, parents, and staff.
4. Keep accurate records of student learning and progress.
5. Contribute ideas to and practical application of solving problems.
6. Successfully adapt classroom assignments to meet the learning needs of students under the supervision of the classroom teacher.
7. Develop technical skills with computers and a variety of related software.
8. Demonstrate the ability to competently apply their knowledge, skills, and attitudes in each of the following settings: within a classroom with small groups of children either in the classroom or with individual children in a 1 on 1 setting.

Evaluation

Practicum (EA 210) is evaluated on a pass or fail basis. A student must succeed in both Practicum II (EA 210) and Practicum Seminar II (EA 225) in order to receive a passing grade in both.

1. Skills:

Skills and responsibilities increase in complexity throughout the practicum. Discussions between student, practicum coach, and College Consultant will allow the student to set goals for continuing development.

The following competencies must be met in order to receive a passing grade in both practicum and seminar:

- Practical Behavior
- Using Feedback to improve practice
- Carry out staff responsibilities and program routines
- Model a responsible and enthusiastic approach to working with children by carrying out activities and assignments as planned with the coach(es).
- Work harmoniously as a member of your teaching team.
- Plan and carry out a range of experiences for students.
- Communicate appropriately
- Understand the range of services provided to students with special needs as well as the professionals who provide services to students and their families.
- Develop awareness of the adaptive devices used by students with exceptionalities.
- Appropriately apply curriculum knowledge to classroom learning activities.
- Respond using appropriate guidance techniques.
- Support children learning to solve their own problems.
- Gain skills in using a variety of equipment and resources in preparing classrooms and materials and working with students.
- Provide quality classroom support

2. Workbook:

The Practicum book is the evidence of practical application that the student can document and apply their knowledge skills and attitudes in a practical setting. The successful completion of the practicum book is necessary to pass this course. An incomplete booklet will result in failing Practicum II (EA 210) and, thus, a failing grade in Practicum Seminar II (EA 225).

Each student will keep track of her/his progress in a practicum skills booklet and demonstrate understanding by keeping quality, dated records in the practicum booklet. College Consultants will review booklets regularly. Practicum coaches will be asked to provide feedback.

3. Attendance:

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.

If the student is going to miss a practicum day, for any reason, they must contact both the school and their College consultant. Failure to do so will be considered unprofessional practice. A warning will be issued and, if continued may result in removal from the practicum placement, and a failing grade will be issued.

4. Developmental Portfolio

An organized, well-documented portfolio must be prepared using one child through the course of the semester. The student will choose a child with support from the teacher and CST/LAC. Then, permission will be requested from the parent. Two examples of development will be documented in each of the core areas of development: Social, Physical, Intellectual, Creative, & Emotional plus Moral. We will discuss this process and the collection of materials many times during our practicum seminar. The student will use their practicum time to collect the information. It will be compiled and presented in a thoughtful, attractive document for the end of the semester and will be provided as a gift to the child and the parent(s)/ guardian. The document will be a comprehensive representation of the active learning that the student has accomplished throughout the semester.

Please Note:

The date and time allotted to each topic are subject to change.

Performance Requirements and Student Services

Student Responsibilities

As a student, it is your responsibility to contact the Office of the Registrar to complete the required forms, including the [Withdrawal/Drop Form](#). All forms are available on the [College website](#). Please refer to the important dates listed in the Academic Schedule in the [Keyano College credit calendar](#) and/or on the [College website](#). It is the responsibility of each student to be aware of the guidelines outlined in the [Student and Academic Policies](#).

Student Attendance

Class attendance is helpful for two reasons: First, class attendance maximizes a student's learning experience. Second, attending class is an excellent way to keep informed of matters relating to the course administration (e.g., the timing of assignments and exams). Ultimately, you are responsible for your learning and performance in this course. It is the responsibility of each student to be prepared for all classes. Absent students are responsible for the material covered in those classes, and students must ensure they are ready for their next class, including completing any missed assignments and notes.

Course Evaluation

Midterm exams and term work is to be completed at the time/date indicated in your course syllabus. It is the expectation of the College that students make every reasonable effort to complete all course evaluation, including, quizzes, midterms, and exams, as scheduled. In the event of an emergency, rescheduling of exams and/or extensions are only provided at the discretion of the course instructor. Students should contact the instructor as soon as they are able, to notify them of missing an evaluative component. Instructors will use discretion in deciding whether circumstances justify granting a reschedule and/or extension.

Regular term quizzes, midterms, and exams are not eligible for deferral and/or date extension accommodations. Students with accommodations, please refer to Accessibility Services.

Final Exams are subject to deferral processes, please refer to the current [Keyano College Credit Calendar](#).

Laptop/Tablet Requirement - Please note that all midterm exams, final exams, and assignments are completed online through Moodle. Due to limited computer lab classroom space, students are required to have their own devices to be able to complete all the assigned work including exams. Please refer below to the Keyano Computer System Requirements.

Academic Integrity & Misconduct

Academic integrity requires commitment to the values of honesty, trust, fairness, respect, and responsibility. It is expected that students at Keyano College will adhere to these ethical values in all activities related to learning, teaching, research, and service. Any action that contravenes this standard, including misrepresentation, falsification, or deception, undermines the intention and worth of scholarly work and violates the fundamental academic rights of members of our community.

Academic dishonesty takes many forms:

- Plagiarism or the submission of another person's work as their own,
- The use of unauthorized aids in assignments or examinations (cheating),
- Using Artificial Intelligence (AI) to complete coursework (without instructor approval),
- 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,
- Submitting unchanged work for another assignment, and

- Breach of confidentiality.

In all academic work, the ideas and contributions of others must be appropriately acknowledged and work that is presented as original must be, in fact, original. Using an AI-content generator (such as ChatGPT) to complete coursework without proper attribution or authorization is a form of academic dishonesty. If you are unsure about whether something may be plagiarism or academic dishonesty, please contact your instructor to discuss the issue.

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 & Academic Policies* 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, Academic Integrity, and Non-Academic Misconduct Policies.

To ensure your understanding of plagiarism, you may be required to complete the online [Understanding Plagiarism tutorial](#) and submit the certificate of completion.

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

Keyano College 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](#)

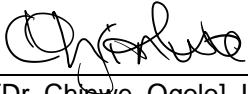
[Librarian calendar](#). The library also provides virtual research and subject guides to help you with your studies. Find the guide that supports your course-related research by viewing the complete list of online [Subject Guides](#). To start your research and access citation guides (APA, MLA, Chicago, 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.

Specialists in the Academic Success Centre also work 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.



[Dr. Chinwe, Ogolo], Instructor

[First Name, Last Name], Chair

Date Authorized

[First Name, Last Name], Dean

Date Authorized

Signed copies to be delivered to:

Instructor