

ID 590 Practicum

Instructional Design Program, School of Teacher Education Western Kentucky University

Instructor: Xiaoxia "Silvie" Huang, Ph.D. Office Phone: 270-745-4322 Email: xiaoxia.huang@wku.edu Address: #1028, Gary A. Ransdell Hall Western Kentucky University Bowling Green, KY 42101-1030 Note: All times indicated in this syllabus and the course site refer to Central Time Zone.	Office Hours: <u>Face-to-face/Phone:</u> Tuesdays & Thursdays 10am-3pm or by appointment <u>Email:</u> Email is the fastest way to reach me. Feel free to email me at any time. I will try to respond within 24 hours.
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Course Web Site

This is a web-based course supported by WKU's Blackboard course management system. Login with your NetID and password at <https://blackboard.wku.edu>. ID 590 will show in your course list.

Course Description

Supervised, field-based, practical experience for students within the ID program. May be repeated for a maximum of 6 hours. Students will observe, assist, perform, and evaluate instructional design tasks and activities in practical, real-world, supervised work settings that address their individual career goals

Goal of the Course

The goal of ID 590 is the application of instructional design competencies, concepts and principles within an authentic work setting related to the professional goals of each student. Students will be able to:

- Identify a work setting problem suitable for the application of instructional design.
- Analyze the instructional problem using learner and task analysis principles/strategies.
- Effectively apply relevant instructional design principles for achieving the instructional goal.
- Evaluate and incorporate appropriate instructional and resource materials/media into problem solution.
- Incorporate authentic program input/evaluation strategies to achieve an instructional goal and problem solution.

Texts and course materials

No text required. Course syllabus, practicum forms, and any manuals or material provided by either the employer or the course instructor during the practicum work period.

Student expectations and requirements

Upon enrollment, each student will review the course syllabus and policies. Each student will develop a learning plan, in cooperation with the course instructor and work site supervisor, addressing his or her learning and career goals for the practicum. Each student will complete tasks related to their learning objectives, be evaluated based on their learning plan and on their work performance by their faculty member, in cooperation with the work site supervisor. Listed below are the main required components for the practicum:

- Practicum Contract
- Practicum activities log

- Weekly progress and discussion
- Practicum reflection
- Submission of practicum contract, activities log, weekly discussion, reflection and the final project(s) to Blackboard
- Practicum performance evaluation

Details of each component are described in ID 590 Form. Students must also complete any additional requirements, paperwork or activities related to the practicum as deemed appropriate by the supervising faculty member.

Grading

Your grade for this course will be based on the quality of your work on each of the components described above. Grading is based on points earned. The following scale represents how points will be allocated towards a letter grade.

A	B	C	D	F
90 - 100 %	80 - 89%	70 - 79%	60 - 69%	< 60%

Late Assignments

Please observe the due dates of the assignments for this course. Each late submission without a legitimate reason will result in 10% deduction of the total points for that particular assignment.

Emailing your instructor

Email is a timely way to communicate. I usually check my e-mail daily (excluding weekends) and will respond if possible within 24 hours. When you email me, please

1. use the following format in the subject line: **ID590, LastName, Topic.**
2. make sure that when you reply to any message, it will include the original message. This helps us to see our ongoing conversations.

Some questions cannot be best answered in an e-mail, please in that case schedule an office appointment or make a phone call.

Academic Integrity/ Dishonesty

To represent work for course assignments or projects taken from another source (INCLUDING WEB SOURCES) as one's own is Plagiarism. Plagiarism is a serious offense at WKU. The academic work of a student must give an author credit for borrowed source material from his/her material. To lift content directly from a source [INCLUDING THE INTERNET] without giving credit is a flagrant act. To present a borrowed passage without reference to the source after having changed a few words is also plagiarism. Plagiarism also includes submission of the same assignment for more than one class. Plagiarism could result in a grade of an "F" for the assignment and /or the course.

Student work may be checked by plagiarism detection software. "Students who commit an act of academic dishonesty may receive from the instructor a failing grade in that portion of the coursework in which the act is detected or a failing grade in the course without possibility of withdrawal."

Technology

If you have difficulties accessing Blackboard you should contact WKU Technical Support at 270-745-7000 or go to <http://www.wku.edu/it/helpdesk/> to submit an online help request.

Disability Accommodations Statement

"Students with disabilities who require accommodations (academic adjustment and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services, Room 445, Potter hall. The Office for Student Disability Services (OFSDS) telephone number is 270-745-5004. Please

DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the OFSDS."

Writing Center Assistance

The Writing Center is located in Cherry Hall 123 on the Bowling Green campus and also offers online consultations for students who live at a distance or who cannot visit during the operating hours. The writing tutors have been trained to provide helpful feedback to students at all phases of a writing project: they can *help you* brainstorm ideas, structure your essay, clarify your purpose, strengthen your support, and edit for clarity and correctness. But they will not revise or edit the paper *for you*. See instructions of the website www.wku.edu/writingcenter for making online or face-to-face appointments. Or call (270) 745-5719 during the operating hours for help scheduling an appointment.

The Learning Center (TLC)

Should you require academic assistance with your WKU courses, The Learning Center (located in the Downing University Center, A330) provides free supplemental education programs for all currently enrolled WKU students. TLC @ DUC offers certified, one-on-one tutoring in over 200 subjects and eight academic skill areas by appointment or walk in. Online tutoring is offered to distance learners. TLC is also a quiet study area (with side rooms designated for peer-to-peer tutoring) and offers a thirty-two machine Dell computer lab to complete academic coursework. Additionally, TLC has three satellite locations. Each satellite location is a quiet study center and is equipped with a small computer lab. These satellite locations are located in Douglas Keen Hall, McCormack Hall, and Pearce Ford Tower. Please call TLC @ DUC at (270) 745-6254 for more information or to schedule a tutoring appointment. www.wku.edu/tlc