Course Title – Internship Child Care Provider/Assistant

Course Prefix and Number – CDEC 2386

Department – Education/ Early Childhood  Division – Technology and Business

Course Type: (check one)
☐ Academic General Education Course (from ACGM – but not in WCJC Core)
☐ Academic WCJC Core Course
☒ WECM course (This course is a Special Topics or Unique Needs Course: Y ☐ or N ☒)

Semester Credit Hours # : Lecture Hours # : Lab/Other Hours #  3:0:9

EQUATED PAY HOURS:

List Lab/ Other Hours
Lab Hours  0
Clinical Hours  0
Practicum Hours  0
Other (list) Internship: 9

Course Catalog Description –

A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. This is a Capstone Course

Prerequisites/Co-requisites - Permission of program director; must be in the final semester of the program.

Prepared by Barbara S. Lynn  Date 05-23-2013

Reviewed by Department Head Barbara S. Lynn  Date 05-23-2013

Accuracy verified by Division Chair David Kucera  Date 06-26-2013

Approved by Dean or Vice President of Instruction Leigh Ann Collins  Date 7-2-13
I. Topical Outline – Each offering of this course must include the following topics (be sure to include information regarding lab, practicum, clinical or other non-lecture instruction):

1. Defining and practicing professional demeanor in the Early Childhood setting
2. Resume writing
3. Preparing a professional portfolio
4. Arranging the early childhood environment for safety and learning
5. Planning for transitions (finger plays)
6. Implementing appropriate child guidance and discipline
7. Reflecting on practice and writing the reflection
8. Defining developmentally appropriate practices and applying these to child guidance and lesson planning
9. Lesson planning: Fine Arts and Music, Math, Language Arts and Literacy, Social Studies, Science, Movement, Sensory Play
10. Creating a class book
11. Observing and assessing a target child (using anecdotal records, running records, and checklists)
12. Designing and evaluating effective family involvement
13. Conferencing with parents or other family members
14. Evaluating oneself (strengths and areas for professional development)
15. Other topics deemed relevant by the instructor

II. Course Learning Outcomes

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<tr>
<th>Learning Outcomes</th>
<th>Methods of Assessment</th>
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<td>Upon successful completion of this course, students will:</td>
<td>1. A portfolio documenting lessons planned and implemented, daily tasks assigned by the workplace supervisor, and work performance evaluations. The student will participate in a final evaluative conference with the college instructor and will achieve a minimum grade of 70 points on the completed portfolio to indicate mastery.</td>
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<td>1. (As outlined in the learning plan), apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry (Early Childhood Education)</td>
<td>2. Diary entries written in a paragraph form and written reflections on artifacts submitted in the portfolio (grade of 70 indicates)</td>
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<td>2. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal</td>
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III. Required Text(s), Optional Text(s) and/or Materials to be Supplied by Student.


And


IV. Suggested Course Maximum - 35

V. List any specific spatial or physical requirements beyond a typical classroom required to teach the course.

None

VI. Course Requirements/Grading System – Describe any course specific requirements such as research papers or reading assignments and the generalized grading format for the course

Students will participate in an internship for 9 hours per week at an approved Early Childhood setting under the supervision of a lead teacher. Assignments will be documented in a portfolio and weekly diary to be submitted once a month. The college supervisor will observe the student 2-3 times. The lead teacher at the site will submit an evaluation mid-term and at the end of the internship. The grade will be computed in the following manner:

Grading Policy
Attendance and class participation…….10% Average of 90-100…….A
Diary of internship……………………………..10% 80-89…………….B
Supervisor’s Evaluation……………………..25% 70-79……………….C
Practicum Portfolio…………………………..30% 60-69…………………D
Instructor Observations of Student………..25% 59 and below………….F

VII. Curriculum Checklist

☐ - Academic General Education Course (from ACGM – but not in WCJC Core)
No additional documentation needed

☐ - Academic WCJC Core Course
Attach the Core Curriculum Checklist, including the following:
• Basic Intellectual Competencies
• Perspectives
• Exemplary Educational Objectives

☒ - WECM Courses
If needed, revise the Program SCANS Matrix & Competencies Checklist.