

Augusta State University
College of Education—Department of Teacher Education
EDTD 6910 (Master of Arts in Teaching Practicum)

Hours: 3 Semester Hours

COURSE DESCRIPTION AND GENERAL PRACTICUM GUIDELINES:

- This is one semester of full time teaching in the certification field (75 days).
- Professional dress is expected at all times. Practicum students must wear appropriate attire when engaged in the Practicum course.
- Students are encouraged to complete all course work PRIOR to their practicum. However, students are allowed to take a maximum of 6 hours the semester of their Practicum (with approval). Students must have successfully completed EDTD 6364 and EDTD 6491 prior to practicum.
- Practicum students will be assessed a \$200 practicum fee (along with their regular tuition). This fee is used to pay the Mentor Teacher a \$150 stipend for supervision and to pay for the University Supervisor's travel.

REQUIREMENTS:

1. Instruction

- Every practicum experience is different. Some practicum students will be full-time teachers and as such are expected to teach all day. However, for practicum students who have been placed in a school, it is recommended that the Practicum student teach at least 75% of the day by midterm (according to ASU's calendar) and 100% of classes by the tenth week of the practicum. Students are expected to teach full-time a minimum of three consecutive weeks. Time spent performing primary teaching duties resembles the Bell curve.
- **Lesson Plans** must be submitted and approved by the Mentor Teacher prior to teaching. The Mentor Teacher should approve the format used for all lesson planning.
- **Impacting Student Learning Unit-** The practicum student is required to complete an Impacting Student Learning Unit during the course of their teaching experience. This will be assessed by the University Supervisor.
- **Midterm evaluations** should be completed by the Mentor Teacher and Practicum student a week before the midterm date. The Mentor Teacher and Practicum student meet beforehand to discuss evaluations thoroughly. Midterm Evaluations will be shared (in a conference) with the University Supervisor during the week before midterm.
- **Students will videotape themselves teaching a minimum of two times.** They need to complete a self reflection form on each videotaped lesson.
- **Interventions** can be requested by the Mentor Teacher, Building Supervisor, School Administrator, or the University Supervisor at any time. Please see ASU's Early Childhood, Middle Grades, and Secondary Handbook for the **Professional Qualities Intervention Plan**.

2. OBSERVATIONS

- The Mentor Teacher formally observes at least three times using some type of written feedback.
- The school administrator (or designee) will evaluate the Practicum student (using the school's evaluation form) during the practicum.
- The Practicum student also completes the Self-reflection Evaluation Form at least three times.
- The ASU University Supervisor will conduct periodic observations of the Practicum student. These visits will be a combination of announced and unannounced trips. Documentation of each visit will be kept on file. The University Supervisor is required to observe the practicum student a minimum of 3 times.

3. PORTFOLIOS

- LiveText Portfolios will be shared at the Exit Conference held during the final week of practicum. They should include:
 - i. Lesson Feedback Forms. The Mentor Teacher will have formally observed the Practicum student at least three times. Your Mentor Teacher can use any type of written feedback he/she desires. These evaluations should be scanned into LiveText.
 - ii. A copy of the ISL (Impacting Student Learning). The Practicum student will have planned a 2 – 3 week (whole class) unit of study.
 - iii. Lesson plans and evidence of student learning.
 - iv. Evidence of parent contacts
 - v. Lesson Self-Reflection Forms.
 - vi. Final Evaluation Form completed by Mentor Teacher and Practicum student.
 - vii. Samples of instructional tools developed. (Worksheets, games, study guides, etc.)

A Mandatory Certification Meeting with Julie Gray will be held at ASU in December or May (depending on graduation date).

Revised 12-11-07 jhw