

**PRACTICUM 096: COMMUNITY SERVICE & LEARNING**

**Spring 2017 SYLLABUS**

**COURSE DESCRIPTION**

As part of your enrollment in a Shriver Center service-learning placement, **you will be enrolled in PRAC 096**, a zero-credit, Pass/Fail course. This provides a record of your participation in a University sanctioned service-learning opportunity. Students who meet all of the requirements listed below will earn a Pass (P) grade in the Practicum, including a notation on their transcripts. **Students who fail to meet the requirements of the Practicum by the posted deadlines will earn a Fail (F) grade. Incomplete (I) grades** will not be granted unless specifically requested by the student prior to the last day of classes (Tuesday, May 16th) and are assigned at the discretion of the student’s designated Service-Learning Coordinator. Please talk to a Program Coordinator if you have any questions.

**APPLIED LEARNING THROUGH SERVICE**

“Service-Learning is a form of experiential education in which students engage in activities that address human and community needs together with structured opportunities for reflection designed to achieve desired learning outcomes.” (Dr. Barbara Jacoby, *Service-Learning in Higher Education*, 1996) Accordingly, key principles of Service-Learning are reflection and reciprocity.

**The Student Learning Outcomes for Practicum 096: Community Service & Learning are:**

* Increase awareness of community assets and needs
* Enhance sense of civic responsibility
* Strengthen critical thinking/problem-solving skills through critical reflection
* Increase self-confidence and competence
* Promote leadership development
* Explore skills needed to advocate for themselves and others

**096 PRACTICUM INFORMATION**

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| **Task**  | **Due date**  |
| Complete Blackboard Orientation Quiz  | BEFORE you begin at your service site |
| Participate in **3-5 hours** of **community service per week**, for a minimum of **30 hours per semester** (unless otherwise indicated). Students are expected to attend their site weekly and consistently.  | Tuesday, May 16th  |
| Complete **Service Learning Expectations and Learning Objectives Form** with your Service-Learning Coordinator or service site supervisor. Access form here: <http://shrivercenter.umbc.edu/096-community-service-learning-practicum/>  | Friday, Feb. 10th  |
| Complete the **Basic Info profile** on UMBCworks 1. Log into your UMBCworks account, and click the “My Account” tab on the left hand side, and select “Intern/Co-op/Research/Service/Student Employment Requirements.”
2. Your Spring 2017 service site information will be listed. Click the “edit” button shown under your current service entry. Be sure to fill out all the information marked with a red asterisk.

Access here: <http://www.careers.umbc.edu/umbcworks>.  | Friday, Feb. 10th  |
| Complete All **Service-Learning Reflection Questions** on Blackboard. Responses should be at least 200 words in length. * Students must click “**SUBMIT**” for their entry to be received and for full credit to be given. Clicking “SAVE” will not submit the entry to Blackboard, and no credit can be given for these entries.
* To ensure that your question has been submitted correctly, click on “My Grades” in Blackboard. These icons represent the status of your submission:

**REFLECTION QUESTIONS WILL CLOSE EVERY SUNDAY, AS NOTED**Other Information:* **Check mark:** You have successfully completed the Survey (Reflections 1 and 10). The survey is anonymous. You will see a check mark by your name after it is completed instead of a point value.
* **Green exclamation point:** You have successfully "SUBMITTED" your Blackboard response. If the entry meets the length requirements (at least 200 words), you will receive full credit for this response after it is graded.
* **Clipboard:** You have "Saved" your response but **NOT** submitted it to Blackboard. No credit will be given to "SAVED” responses. Return to your response, open it, and click “SUBMIT."
 | Reflection Question 1: Sunday, March 5th, 2017 at 11:55 pm Reflection Question 2: Sunday, March 12th, 2017 at 11:55 pmReflection Question 3: Sunday, March 26th, 2017 at 11:55 pmReflection Question 4: Sunday, April 2nd, 2017 at 11:55 pmReflection Question 5: Sunday, April 9th, 2017 at 11:55 pmReflection Question 6: Sunday, April 16th, 2017 at 11:55 pmReflection Question 7: Sunday, April 23rd, 2017 at 11:55 pmReflection Question 8: Sunday, April 30th, 2017 at 11:55 pmReflection Question 9: Sunday, May 7th, 2017 at 11:55 pmReflection Question 10: Sunday, May 14th, 2017 at 11:55 pm |
| Attend **2 Reflections Sessions**. If you serve at a “Student Coordinator Led Site,” then you will complete these reflections with your Site Team. If not, you will need to attend two sessions from 3 series that are facilitated by Service-Learning staff. Each session within a series will be the same workshop. Each student must attend two reflection sessions from different series. If you do not attend two sessions and are not at a “Student Coordinator Lead Site” you must complete an Alternative Reflection Assignment. This will be sent out during the semester from the S-L Staff. | Series One Dates: * Monday, March 27th: 12-1pm in PUP 107
* Wednesday, March29th: 12-1pm in PUP 107

Series Two Dates:* Monday, April 10th: 12-1pm in PUP 107
* Wednesday, April 12th: 12-1pm in PUP 107

Series Three Dates: * Monday, April 24th: 12-1pm in PUP 107
* Wednesday, April 26th: 12-1pm in PUP 107
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| Complete **Student Evaluation and Placement Evaluation** on UMBCworks. <http://www.careers.umbc.edu/umbcworks>  | Tuesday, May 16th  |
| Submit **Service-Learning Time-Sheet** as a record of service hours. Access time-sheet: <http://shrivercenter.umbc.edu/096-community-service-learning-practicum/>  | Tuesday, May 16th  |

**The Shriver Center, 1st Floor, Public Policy Building, (410) 455-2493**

**Service-Learning Instructors:**

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