



**North Central State College**  
**MASTER SYLLABUS**  
**2019-2020**

- A. Academic Division: Liberal Arts
- B. Discipline: Human and Social Work Services
- C. Course Number and Title: HMSV2070 Practicum/Seminar II
- D. Course Coordinator: Molly McCue, MSW, LISW and Christine Lynch, MSW, LSW  
Assistant Dean: Dr. Steve Haynes

Instructor Information:

- Name: [Click here to enter text.](#)
- Office Location: [Click here to enter text.](#)
- Office Hours: [Click here to enter text.](#)
- Phone Number: [Click here to enter text.](#)
- E-Mail Address [Click here to enter text.](#)

- E. Credit Hours: 4  
Lecture: 2  
Practicum: 2
- F. Prerequisites: HMSV1020; HMSV1170; ENGL1030 (c); HMSV1090
- G. Syllabus Effective Date: Fall, 2019
- H. Textbook(s) Title: None
- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This course provides students with hands-on experience within the Human and Social Work Services field. This course involves placement of the student into an actual work environment. The student will complete a minimum of 210 hours of work experience at the placement site. This experience provides the foundation for developing the student into a competent human and social work services worker. In addition, the course provides opportunities for students to further develop their skills and to share their knowledge and viewpoints through a presentation, leadership, and report writing format.
- K. College-Wide Learning Outcomes:

College-Wide Learning Outcome	Assessments - - How it is met & When it is met
Communication – Written	
Communication – Speech	Oral Presentation, Communication – Speech VALUE Rubric- weeks 2-16
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

<b>Outcomes</b>	<b>Assessments – How it is met &amp; When it is met</b>
1. Demonstrate knowledge of professional work habits and attitudes and identify characteristics of a successful Human and Social Work Services professional.	Site Supervisor and Student Self-Evaluations – weeks 8 and 16; Weekly Written Assignments – weeks 2-16
2. Develop knowledge and skills to be an effective Human and Social Work Service worker.	Evaluations- ongoing throughout the Semester. Assignment Reports- throughout the Semester.
3. Evaluate the Practicum experience through his/her weekly written assignments.	Weekly Written Assignments – weeks 2-16
4. Critique his/her Practicum experience during the Seminar classroom discussion.	Leadership Rubric - weeks 2-16
5. Demonstrate skills in designing and facilitating a group leadership experience during the Seminar class.	Leadership Rubric – weeks 2-16
6. Demonstrate skills in self-evaluation.	Student Self-Evaluation – weeks 8 and 16

M. Topical Timeline (Subject to Change):

<b>Week</b>	<b>Activity/Assignments</b>
Week 1	Student will not be able to continue practicum if signed BCI form from the practicum agency is not provided to seminar faculty on the first day of seminar. Introduction to Course Explanation of Paperwork/Evaluations Explanation of Assignments and Presentation/Group Leadership Dates Completion of Liability Form and Student Consent Form if Necessary Completion of a Minimum of 14 Hours at Practicum Site for the Week
Week 2	Submit Report 1 and Reaction Report 1 Presentation and Leadership Topic Discussion – Confidentiality Completion of a Minimum of 14 Hours at Practicum Site for the Week
Week 3	Submit Report 2 and Reaction Report 2 Presentations and Leadership Topic Discussion - Boundaries Completion of a Minimum of 14 Hours at Practicum Site for the Week
Week 4	Submit Report 3 and Reaction Report 3 Student Presentations and Leadership Topic Discussion – Value Conflict Completion of a Minimum of 14 Hours at Practicum Site for the Week
Week 5	Submit Report 4 and Reaction Report 4 Student Presentations and Leadership Topic Discussion - Etiologies Completion of 14 Hours at Practicum Site
Week 6	Submit Report 5 and Reaction Report 5 Student Presentations and Leadership Topic Discussion - Diversity Completion of 14 Hours at Practicum Site
Week 7	Submit Report 6 and Reaction Report 6

	Student Presentations and Leadership Topic Discussion – Interviewing Skill Completion of 14 Hours at Practicum Site
Week 8	Submit Report 7 and Reaction Report 7 Student Presentations and Leadership Topic Discussion – Self-Evaluation Begin Midterm Evaluations Completion of 14 Hours at Practicum Site
Week 9	Submit Report 8 Student Presentations and Leadership Topic Discussion - Communication Completion of 14 Hours at Practicum Site
Week 10	Submit Report 9 and Reaction Report 8 Student Presentations and Leadership Topic Discussion – Group Leadership Completion of 14 Hours at Practicum Site
Week 11	Student Presentations and Leadership Topic Discussion – Psychosocial Interview Completion of 14 Hours at Practicum Site
Week 12	No reports Due Student Presentations and Leadership Topic Discussion – Case Management Completion of 14 Hours at Practicum Site
Week 13	Submit Report 10 and Reaction Report 10 Student Presentations and Leadership Topic Discussion – Ending a Practicum Completion of 14 Hours at Practicum Site
Week 14	Student Presentations and Leadership Begin Final Evaluations Completion of 14 Hours at Practicum Site
Week 15	Submit Report 11 and Reaction Report 11 Student Presentations and Leadership Continue Final Evaluation Completion of 14 Hours at Practicum Site
Week 16	Final Evaluations Submit Report 12 and Reaction Report 12 Completion of a Minimum of 210 hours Completion of All Goals and Objectives Completion of Self-Evaluation

N. Course Assignments:

1. Completion of a minimum of 210 hours of Practicum including goals and objectives
2. Assignment reports
3. Presentation
4. Self-Evaluation
5. Group discussion leadership
6. Attendance/participation

O. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93-100	A	4.00	Superior
90-92	A-	3.67	Superior
87-89	B+	3.33	Above Average
83-86	B	3.00	Above Average
80-82	B-	2.67	Above Average
77-79	C+	2.33	Average
73-76	C	2.00	Average
70-72	C-	1.67	Below Average
67-69	D+	1.33	Below Average
63-66	D	1.00	Below Average
60-62	D-	0.67	Poor
00--59	F	0.00	Failure

P. Grading and Testing Guidelines:

Click here to enter text.

Q. Examination Policy:

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R. Class Attendance and Homework Make-Up Policy:

Click here to enter text.

S. Classroom Expectations:

Click here to enter text.

T. College Procedures/Policies:

**Important information regarding College Procedures and Policies can be found on the [syllabus supplement](#) located at <https://sharept.ncstatecollege.edu/committees/1/curriculum/SiteAssets/SitePages/Home/SYLLABUS%20SUPPLEMENT.pdf>**

**The information can also be found** Choose an item.