



FACULTY OF GLOBAL & COMMUNITY STUDIES

SCHOOL OF OUTDOOR RECREATION

COURSE OUTLINE

Term:	Summer 2018	Instructor:	
Course No - Section:	REC 255	Office:	
Course Name:	Outdoor Recreation Practicum	Telephone:	
Credits:	6	E-mail:	
Classroom/Lab:	Work experience	Office Hours:	
Scheduled:			

COURSE FORMAT: 400-hours work experience with an outdoor recreation business.

PREREQUISITES: 30 credits of 100-level or higher coursework

FOURTH HOUR: Debrief session after the completion of the practicum hours and Moodle activities as required during the practicum

COURSE DESCRIPTION: The practicum aims to provide work experience in the field of outdoor recreation management. It is designed to complement the theoretical component of the program, and to be of value to students in obtaining future employment.

COURSE LEARNING OUTCOMES

Upon successful completion of this course, students should be able to demonstrate competence in the following abilities and skills:

Learning Outcomes
1 Apply outdoor recreation principles, skills and knowledge in the workplace.
2 Work with a practicum supervisor to meet defined learning goals and objectives.
3 Show understanding of the daily operation of an outdoor recreation business or agency.
4 Demonstrate management, planning , programming and interpretation skills
5 Work effectively with supervisors, co-workers, clients and guests.
6 Establish contacts within the field of outdoor recreation.
7 Effectively assess the potential of the practicum work place as an area for future employment and opportunity.

8 Show increased awareness of personal interests and direction within the field of outdoor recreation.

EVALUATION PROFILE:

Assessments	Individual/Group
Written report and oral presentation	Individual
Overall minimum "satisfactory" on the Employer Midterm Evaluation Form and on the Final Evaluation	Individual
Completion of the number of hours of the practicum term, or equivalent, as reported by the employer, through the employer evaluation of the practicum student.	Individual

GRADING PROFILE: Credit / No Credit

GRADING STANDARDS:

Credit All aspects of the practicum work experience and assessed work are completed on time and completed to a satisfactory level equivalent to a C grade or higher.

No Credit Aspects of the practicum work experience are not satisfactory, or are not completed or submitted within the required time frame or date.

REQUIRED TEXT and OTHER RESOURCES: N/A

COURSE CONTENT/SCHEDULE:

	Topic(s)	Required Readings/ Activities
Practicum	Students complete a practicum at a chosen Outdoor Recreation business and complete all required assessments. Additional details provided in the Practicum Terms of Reference.	400 hours of work experience, including scheduled meetings with practicum employer and faculty advisor. Practicum Report Practicum Presentation Employers' Evaluations

UNIVERSITY POLICIES:

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

FACULTY POLICIES:

Attendance:

Regular class attendance, and participation in course activities and assignments, is expected and likely essential to successfully achieving the course learning outcomes. Students are responsible for any and all content and instructions communicated during scheduled classes, in course handouts, and (if applicable) via course e-mail and websites. In cases where participation by all students is essential for conducting the planned instructional activities, attendance may be mandatory. In all cases, the attendance expectations and any penalties for missing instructional activities shall be clearly articulated on the course outline.

Professional Behaviour:

Students must demonstrate a professional attitude and behaviour toward work, fellow students and their instructors. Each student should demonstrate reliability, respect for and cooperation with colleagues. A willingness to work calmly and courteously under difficult conditions as well as a determination to achieve first-class work while meeting deadlines is necessary. Students should have respect for equipment and systems. Students should display a constructive response to criticism.

Professional behaviour includes appropriate language use. Appropriate language use involves using respectful, moderate, and inclusive language at all times.

Cheating and Plagiarism:

Cheating is an act of deceit, fraud, distortion of the truth, or improper use of another person's effort to obtain an academic advantage. Cheating includes permitting another person to use one's work as their own. Plagiarism is the presentation of another person's work or ideas as if they were one's own. Plagiarism is both dishonest and a rejection of the principles of scholarship. Information about how to avoid plagiarism by proper documentation of sources is available in the Library, the Writing Centre and is published in the University Calendar.

Penalties for Cheating

& Plagiarism:

A grade of 'O' for an examination, quiz or assignment or 'F' for the course may be assigned if cheating or plagiarism has taken place. First incidents deemed by the instructor to be particularly serious or second or subsequent incidents of cheating and plagiarism will be dealt with under the provisions of the University Policy on Cheating and Plagiarism (see the University Calendar). All students should familiarize themselves with the University Policy on Cheating and Plagiarism as such behaviour can result in suspension from the University.

Missed Exams & Quizzes:

Will receive a grade of 'O' unless **PRIOR** arrangements (wherever possible) are made with the instructor. Permission to make up an exam will only be given in extraordinary situations such as illness of the student or the death of a close family member. **A doctor's certificate, or other proof supporting the reason for the absence, may be required.**

English Usage: All assignments are marked for correct English usage, proofreading and formatting, **up to a maximum of 15% of the total mark for that assignment.**

Assignments: Homework assignments are due at the **start of class** on the due date unless otherwise advised by your instructor. 10% per day will be deducted for late assignments unless special arrangements are made with the instructor in advance. Assignments must be handed in at the beginning of class or they will be considered late.

Programmable Tools: The use of programmable items such as calculators and dictionaries, etc. is forbidden during tests, quizzes, and exams unless authorized by the instructor. Cell phones are not to be brought to any test, quiz or exam.

Incomplete Grades: Incomplete grades will not be given unless special arrangements have been made with the instructor prior to the date set by University Administration.

Copyright Policy: Students are expected to familiarize themselves with and abide by the University's Copyright Policy. The University's Copyright Policy is published in the University Calendar.

Emergency Procedures: Students are required to familiarize themselves with emergency procedures posted in the classroom.

COURSE POLICIES: Please refer to the PRACTICUM TERMS OF REFERENCE for further course information and policies.