



The University of Southern Queensland

## Course specification

The current and official versions of the course specifications are available on the web at  
<<http://www.usq.edu.au/coursespecification/current>>.  
Please consult the web for updates that may occur during the year.

### Description: Professional Studies Project

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
TEA	4302	96064	3, 2009	EXT	1.00	Toowoomba

<b>Academic group:</b>	FOEDU
<b>Academic org:</b>	FOE003
<b>Student contribution band:</b>	National Priority Teaching
<b>ASCED code:</b>	070109

### STAFFING

Examiner: Mark Tyler  
Moderator: Mark Dawson

### REQUISITES

Pre-requisite: TEA2301 and TEA3401 and students must be enrolled in one of the following Programs: BFET or ADFT or BEFT or GDFT

### OTHER REQUISITES

State law in Queensland (Australia) requires that all adults working/undertaking professional experience/researching with children under the age of 18, in the state of Queensland are required to possess a current suitability card (Blue Card). (See "Other Requirements" for further information.) Also see: <http://www.childcomm.qld.gov.au/employment/bluecard/informationSheets.html>.

### RATIONALE

This course should be undertaken by students enrolled in the Bachelor of Education (Further Education and Training) and Bachelor of Further Education and Training during their final year of study. It represents a 'capstone' course in the student's Professional Studies Option, to allow the synthesis into professional practice of the knowledge, skills and attitudes developed in each strand of their program of study.

### SYNOPSIS

In this course, students will pursue and report on an in-depth project related to a curriculum innovation derived from the relevant curriculum documents which guide their teaching engagement (for example, VET training packages, Queensland Studies Authority Grade 8 to 12 Syllabi or workplace policies and procedures). This curriculum innovation project will be distinctive in that it will differ from the curriculum options already offered within the context of the embedded professional placement. The type of focus necessarily involves the conduct of context analysis, critical engagement with the relevant literature and the design of a teaching/instructional event.

NOTES: 1. Students undertaking this course as part of the Bachelor of Education (Further Education and Training) with the intention of Seeking Teacher Registration in Queensland must focus their

work in this course on an instructional project or on a project directly related to an issue or development in curriculum or instruction in the formal education system. 2. Students enrolling in this course should have access to an instructional program in an approved education or training situation. 3. Irrespective of the nature of the project undertaken, students will be required to provide evidence of maintenance of current competence in actual instructional activities undertaken during the period of their enrolment in this course. 4. Whilst enrolled in this course students will be required to complete all outstanding professional experience requirements for the program enrolled.

## OBJECTIVES

The course objectives define the student learning outcomes for a course. The assessment item(s) that may be used to assess student achievement of an objective are shown in parenthesis. On successful completion of this course students will be able to:

1. demonstrate the ability to plan, conduct and report on the investigation and implementation of a substantial teaching/instructional project which aligns with the relevant teaching/training curriculum associated with the delivery of their content specialisation. (Project Proposal, Project Plan, Seminar and Project Report)
2. demonstrate an ability to design and implement successful teaching-learning activities. (Agreement Form, Seminar, Summative Competency Report and Diary)
3. demonstrate competence in and appropriate use of communication, language and literacy skills, including spelling, grammar, punctuation, bibliographic referencing and presentation skills (Project Plan, Seminar, Project Report).

## TOPICS

Description	Weighting (%)
1. The focus and nature of the project will be developed in collaboration with an academic supervisor and professional experience mentor as approved by the course examiner	100.00

## TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

Depending on the nature of the study to be completed, students may be required to purchase reference material.

## REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Any recommended reference materials are referred to in the introductory book.

Whether you are on, or off campus, the USQ Library is an excellent source of information <http://www.usq.edu.au/library/> . The gateway to education resources is here...  
<http://www.usq.edu.au/library/faculties/education/default.htm>

## STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Directed Study	70.00
Independent Study	70.00

## ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date
PROJECT PROPOSAL	1.00	1.00	27 Nov 2009 (see note 1)
TEACHING PLACEM'T AGREE'T FORM	1.00	1.00	27 Nov 2009 (see note 2)
PROJECT PLAN	27.00	27.00	18 Dec 2009
PROJECT PRESENTATION SEMINAR	30.00	30.00	22 Jan 2010
SUMMATIV COMPETNCY REPRT&DIARY	1.00	1.00	22 Jan 2010 (see note 3)
PROJECT REPORT	40.00	40.00	12 Feb 2010

### NOTES

1. APA style is the referencing system required in this course. Students should use APA style in their assignments to format details of the information sources they have cited in their work. The USQ library provides advice on how to format information sources using this system. [http://www.usq.edu.au/library/help/ehelp/ref\\_guides/apastyle/default.htm](http://www.usq.edu.au/library/help/ehelp/ref_guides/apastyle/default.htm)  
This assessment item is included in the total weighting for this course.
2. This assessment item is included in the total weighting for this course.
3. This assessment item is included in the total weighting for this course.

## IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:  
There are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:  
To satisfactorily complete an individual assessment item a student must achieve at least 50% of the marks available for each assessment item.
- 3 Penalties for late submission of required work:  
If students submit assignments after the due date without (prior) approval of the examiner then a penalty of 5% of the total marks gained by the student for the assignment may apply

- for each working day late up to ten working days at which time a mark of zero may be recorded. No assignments will be accepted after model answers have been posted.
- 4 Requirements for student to be awarded a passing grade in the course:  
To be assured of receiving a passing grade a student must achieve at least 50% of the total weighted marks available for the course and must satisfactorily complete the sector-based professional experience.
  - 5 Method used to combine assessment results to attain final grade:  
The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.
  - 6 Examination information:  
There is no examination in this course.
  - 7 Examination period when Deferred/Supplementary examinations will be held:  
As there are no examinations in this course, there will be no Deferred or Supplementary examinations.
  - 8 University Regulations:  
Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm> or in the current USQ Handbook.

## **ASSESSMENT NOTES**

- 1 Each assessment item must be submitted. Irrespective of the nature of the project undertaken or the grade obtained, students will be required to demonstrate current teaching/instructional competency against the summative competency report, as well as meet any outstanding requirements for the professional experience elements of the program enrolled.

## **OTHER REQUIREMENTS**

- 1 Students will require access to e-mail and Internet access to UConnect for this course.
- 2 Students are to use a recognised referencing system as specified by the examiner.
- 3 **IMPORTANT NOTE: Working with Children: State law in Queensland requires that all adults (including university students, pre-service educators, trainers, vocational teachers, industry educators) working with children under the age of 18, in the State of Queensland\*, obtain approval before commencing such work. Many education courses include a practical component (professional experience, project work, research, assessment etc.) that may require engagement with children under the age of 18. It is your responsibility to ensure that you possess a current suitability card (Blue Card) before commencing any practical components of this course. DO NOT PARTICIPATE IN ANY PRACTICAL EXPERIENCE WITH CHILDREN UNDER 18 UNLESS YOU POSSESS A CURRENT 'BLUE CARD'. For further information:**  
<http://www.childcomm.qld.gov.au/employment/bluecard/informationSheets.html> \*If you are undertaking practical experience outside the State of Queensland, Australia you should check local requirements.
- 4 Teaching Placement (Practicum) This course involves both a theory and a practical component. Information about the theory component is provided above. The practical component requires you to negotiate a teaching placement in an approved instructional setting that will involve opportunities for planning, implementing and evaluating actual instruction for a minimum of 25 hours during the period of your enrolment in the course.

The nature of the approved instructional setting depends on your program enrolment - there are particular requirements for students seeking Teacher Registration in Queensland which are outlined in the Teaching Placement Handbook. Please ensure that you are familiar with and are able to meet these requirements if they apply to you. Your practical teaching placement for this course requires you to:

1. Ensure that you have obtained and submitted evidence of your possession of a current Working with Children Suitability Card ('Blue Card') prior to undertaking a placement in a setting (such as a school or TAFE college) which may involve coming into contact with students who are under the age of 18 years (refer to the Working with Children Checks Information for Students in your course Introductory Booklet)
2. Make arrangements to undertake a supervised practicum in an approved instructional setting by approaching the Principal, Director or Senior Officer of the institution or organization to negotiate the placement. The requirements for your placement are outlined in the Teaching Placement Agreement Form in your course Introductory Booklet (which you need to submit as Assignment 1 by the beginning of the Semester). The requirements for completing this form include:
  - a. Evidence of your possession of a 'Blue Card' (if applicable);
  - b. Evidence of approval from the senior officer of the organization/institution of the proposed placement;
  - c. Appointment of a suitably qualified and experienced Mentor who will supervise (observe) at least two of your sessions and provide feedback (both formative and summative) on your performance using the Formative and Summative Competency Report Forms provided. (NOTE: For students seeking Teacher Registration in Queensland, additional requirements include that the Mentor needs to be eligible for Queensland Teacher Registration.);
  - d. Approval for you to videotape one of your instructional sessions for submission to your relevant course Examiner if this is one of the requirements for satisfactory completion of this course. (Please refer to the Important Notice to Students about procedures and protocols for videotaping instructional sessions as well as the Video Clearance Forms included in your course Introductory Booklet.);NOTE: Once your teaching placement has been approved by the Course Examiner you will receive notification of approval and your nominated Mentor will receive a copy of the Teaching Placement Handbook as well as the Professional Experience Assessment Record form. Please contact your Course Examiner if you are experiencing any delays with this approval.
3. And finally, you will need to maintain a record of the details of your teaching placement in your "Professional Experience Diary" (included as Part D of the Teaching Placement Handbook) and submit this as an attachment to the relevant assignment for this course. Please contact your Course Examiner with any questions about the practical component of this course.

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