CAPILANO UNIVERSITY

COURSE OUTLINE		
TERM: Fall 2018	**COURSE NO: EDUC 475**	
INSTRUCTOR:	**COURSE TITLE: Graduating Seminar**	
OFFICE: **LOCAL:** **E-MAIL:** @capilanou.ca	**SECTION NO(S):**	**CREDITS 6.0**
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT
Three hours of class time, plus an additional hour delivered through on-line or other activities for two 15-week semesters (two terms), each of which includes two weeks for final exams.

COURSE PREREQUISITES/CO-REQUISITES
15 EDUC credits of 300-level or higher coursework including EDUC 373; and a 3-credit quantitative/analytical elective as a pre- or co-requisite.

CALENDAR DESCRIPTION
In the Graduating Seminar students will frame a research question and design an independent research project that they will conduct at an appropriate field placement. Students will be assisted in finding appropriate placements that provide work experience to help broaden students' knowledge of, and experience with, leadership and management in areas related to early childhood. These may include, for example, provincial and regional offices; professional associations; parent and community organizations, or childcare advocacy agencies.

COURSE NOTE
EDUC 475 is an approved Capstone course for Cap Core requirements.
EDUC 475 is an approved Experiential course for Cap Core requirements.

REQUIRED TEXTS AND/OR RESOURCES

Additional required course readings will be posted on Moodle

1. Government of British Columbia (2008). *British Columbia early learning framework.* Victoria, BC: Ministry of Education, Ministry of Health, Ministry of Children and Family Development, & British Columbia Early Learning Advisory Group. https://www2.gov.bc.ca/gov/content/education-training/early-learning/teach/early-learning-framework

2. Government of British Columbia (2008). *British Columbia early learning framework: From theory to practice.* Victoria, BC: Ministry of Education, Ministry of Health, Ministry of Children and Family Development, & British Columbia Early Learning Advisory Group. https://www2.gov.bc.ca/gov/content/education-training/early-learning/teach/early-learning-framework

COURSE STUDENT LEARNING OUTCOMES

All students carry out an extended, in-depth curriculum project investigating an idea, material, process, story, or topic with children, document the project using the processes and practices of pedagogical narration, and present the project in a public presentation. This project will demonstrate:

1. An understanding of theory and how it is directly materialized in practice;
2. The ability to identify an area of interest and situate this interest within current research in early childhood education;
3. The ability to frame guiding questions, design and carry out an extended, in-depth curriculum project;
4. The ability to synthesize, interpret, and conceptualize a curriculum project and children's ideas and processes.

Students who complete this Capstone course will be able to do the following:
1. Identify a topic of inquiry or practice
2. Gather and organize relevant research materials
3. Evaluate, synthesize, and apply research findings
4. Share findings or results in a means appropriate to a field of study

Students who complete this Experiential course will be able to do the following:
1. Critically reflect on their progress and development in the context of the course and assess the utility of the acquired knowledge, skills, and values in the learner's personal, academic, or professional trajectory
2. Apply the skills and knowledge of a given discipline or professional context, including working collaboratively in both leadership and team roles

COURSE CONTENT

Content
• Finding and developing research questions
• Writing a literature review and research proposal
• Ethics in qualitative research
• Overview of qualitative research methodologies
• Action research
• Participatory research
• Research *with* children
• Composing research

- Critical friends and the process of inquiry
- Projects with children
- The practices of pedagogical narration
- Seminar discussions and responses

EVALUATION PROFILE

Weekly short assignments	15%
Literature Review	25%
Draft essays & pedagogical narrations	20%
Final project booklet	30%
Final examination: project presentation	10%
TOTAL	**100%**

GRADING PROFILE

A+	= 90-100	B+	= 77-79	C+	= 67-69	D	= 50-59
A	= 85-89	B	= 73-76	C	= 63-66	F	= 0-49
A-	= 80-84	B-	= 70-72	C-	= 60-62		

Incomplete Grades
Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

All assignments are due on the due date/time as specified in the course assignment document. Late assignments will receive a 5% deduction in grade for each day they are overdue.

Missed Exams/Quizzes/Labs etc.
Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

Attendance

Attendance is essential for the successful completion of this course. In the event of an absence from class, the student will inform the course instructor.

A student who misses 10% of classes may not receive credit for this course. A faculty review will occur in the event the maximum percentage of absences has been exceeded. Program probation may be a result of the review.

English Usage

All assignments are marked for correct English usage, proofreading, and formatting. All assignments will adhere to APA stylistic guide for avoiding bias in language use and will be written in a manner that reflects the spirit and values inherent in the ECEBC Code of Ethics and the BC Early Learning Framework.

Electronic Devices
Students may only use electronic devices when prompted by instructor. Exceptions apply.

On-line Communication
Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success
Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: http://www.capilanou.ca/services/

Capilano University Security: download the CapU Mobile Safety App

Policy Statement (S2009-06)
Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Cheating and Plagiarism, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy S2017-05 for more information: http://www.capilanou.ca/about/governance/policies/Policies/

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:
- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:
- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Students are responsible for ensuring that they understand and follow the principles of proper documentation and scholarship. If in doubt about these matters, students should consult their instructor, the Writing Centre, or the Library. Students are responsible for ensuring that they

understand what constitutes cheating and plagiarism and that these violations of proper academic practice have serious consequences.

- The instructor has the right to assign a grade of "0" on the examination or assignment, or, at the instructor's discretion, a letter grade "F" / No Credit on the course.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

> Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure.

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

DEPARTMENT OR PROGRAM OPERATIONAL DETAILS

Punctuality

Punctuality is essential given the professional nature of this program.
Lateness will be assessed in the same way as attendance. Being late for more than 10% of classes will result in a faculty review.

Academic Responsibility

Each student is responsible for the material covered in class and for any work required for the following class. If a student misses a class, they have the responsibility to contact a peer and obtain the notes, handouts and work for future classes.

The quality of work should provide both adequate depth and breadth so as to demonstrate a commitment to your professional development and that the competencies required of the course have been successfully met.

Professionalism

All students are expected to maintain professional behaviour, as laid out in the ECEBC's Code of Ethics, while participating in this course.

Final Exams/Assignments Period

Students must remain available throughout the full exam period; either for final exams or assignments. Students who are in courses that do not have final exams scheduled will have classes until the last day of the exam period. In rare circumstances, exams may need to be rescheduled due to harsh weather conditions or other unforeseen factors. Travel plans must be made outside of the exam schedule.