COURSE OUTLINE

ETP 010 Customized Employment Training Fall 2020

Instructional Team

Mark Fournier, Instructor

fournierm@camosun.ca   250 370-3839

Mayu Toyoda, Instructional Assistant

toyodam@camosun.ca   250 370-4980

Description

In this course students will prepare for opportunities in education, work and life. Students will explore possibilities that fit with their interests, values and abilities and will map out next steps towards their goals. Along the way students will practice the skills and attitudes that support healthy relationships, good communication and life-long learning.

Learning Outcomes

Upon successful completion of this course a student will be able to:

- demonstrate responsibility and accountability in a college learning environment by completing assigned tasks, communicating about absences, and negotiating contributions in a team setting.
- communicate respectfully with others across difference within the cohort, in the college community and in the larger community.
- express a basic plan that includes short and/or long-term goals for learning and employment
- identify college and community resources that are useful in planning for learning and employment
- identify opportunities for engagement in educational and community settings

Delivery

This course is being offered through both on-line and in-person components. During the COVID-19 pandemic risks associated with face to face contact are changing and uncertain. Therefore, students will be able to complete this course completely through distance learning. Many of the skills in this course are best practiced face to face; so, face to face learning opportunities will be offered when risk levels are low. These will be optional.

Online instruction will be both synchronous (at the same time) and asynchronous (whenever you want). There will be times when you will need to connect with students and instructors through video chat. Please be available during the times listed below.

Schedule

ETP 010 is outlined in blue. Synchronous learning may occur during these times. Help is available during office hours.

	Monday	Tuesday		Wednesday		Thursday		Friday	
9:00 – 9:45	Office Hours	Office Hours		Office Hours		Office Hours			Office Hours
10:00 - 12:00	Office Hours	ETP 010	ETP 030	ETP 010	ETP 030	ETP 010	ETP 030	ETP 030 Work Exp	Office Hours
12:00 - 1:00	Break								
1:00 - 3:00	Office Hours	COMP 030	ETP 030 Lab	COMP 030	ETP 030 Lab	COMP 030	ETP 030 Lab	ETP 030 Work Exp	Office Hours
3:00 – 4:00	Office Hours	Office Hours		Office Hours		Office Hours			Office Hours
ETP 010	**Life, Learning and Work** (Tuesday, Wednesday and Thursday 10:00 – 12:00)								
ETP 030	**Customized Employment Training** (Tuesday to Friday 10:00 – 3:00)								
COMP 030	**Computer Fundamentals** (Tuesday, Wednesday and Thursday 1:00 – 3:00)								
Office Hours	These are good times to connect with us 1:1								

Important Dates

- September 7th Labour day
- September 8th Classes begin
- October 12th Thanksgiving (College Closed, no classes)
- November 11th Remembrance Day (College Closed, no classes)
- December 10th All assignments due
- December 10th Last class
- December 15-16th Exit interviews

Supports, Services and Policies

SEEK HELP If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.).

- http://camosun.ca/about/mental-health/emergency.html
- http://camosun.ca/services/sexual-violence/get-support.html#urgent

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at http://camosun.ca/

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at http://camosun.ca/about/policies/.

Competency Based Grading System

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

GRADE	DESCRIPTION
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at http://www.camosun.bc.ca/policies/E-1.5.pdf for information on conversion to final grades, and for additional information on student record and transcript notations.

TEMPORARY GRADE	DESCRIPTION
I	*Incomplete*: A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	*In progress*: A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	*Compulsory Withdrawal*: A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.