EDUC 5385-110, 10071, Internship II
Spring, 2023
Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION
This course is 100% online. It will run from January 17, 2023-May 12, 2023. I will arrange with you to meet virtually individually.

INSTRUCTOR AND CONTACT INFORMATION
Instructor: J. Elizabeth Casey, Ph.D.

Office: Warrior Hall 322 J
Phone: 254-519-5491
Email: j.casey@tamuct.edu

Office Hours
Monday 1:30-3:30 Office
Thursday 2:00-4:00 Office
Virtual by appointment

Student-instructor interaction
You can meet with me by appointment (either in-person or virtually). I will try to respond to emails within 24 hours. I will usually respond to text messages or phone calls immediately. If I am in a meeting or engaged, I will respond the same day. Whether texting or leaving a voice mail, please tell me your name (text) and which class you are taking. Please do not hesitate to text my cell number if you are stressed about an assignment or if anything is unclear. Just begin the text with your name and the class.

Emergency Warning System for Texas A&M University-Central Texas
SAFEZONE. SafeZone provides a public safety application that gives you the ability to call for help with the push of a button. It also provides Texas A&M University-Central Texas the ability to communicate emergency information quickly via push notifications, email, and text messages. All students automatically receive email and text messages via their myCT accounts.

Downloading SafeZone allows access to push notifications and enables you to connect directly for help through the app.

You can download SafeZone from the app store and use your myCT credentials to log in. If you would like more information, you can visit the SafeZone website [www.safezoneapp.com].

To register SafeZone on your phone, please follow these 3 easy steps:
1. Download the SafeZone App from your phone store using the link below:
   o iPhone/iPad: [https://apps.apple.com/app/safezone/id533054756]
   o Android Phone / Tablet
     [https://play.google.com/store/apps/details?id=com.criticalarc.safezoneapp]

2. Launch the app and enter your myCT email address (e.g. {name}@tamuct.edu)
3. Complete your profile and accept the terms of service

For updates on COVID information, please monitor the University website
[https://www.tamuct.edu/covid19/]

COURSE INFORMATION

Course Overview and description

EDUC 5385. Teaching Internship II. 3 Credit Hours.

Explore a supervised field-based experience in classroom teaching. Interns must demonstrate proficiency in applying effective teaching practices and classroom management strategies in a school classroom. Prerequisite(s): Admission to a teacher certification program at TAMUCT; satisfactory performance in the professional development courses preceding the internship; Second semester Prerequisite(s): EDUC 5384. Field experience fee - $75 or Internship fee - $1000 (effective fall 2022).

Course Objective or Goal

The student will demonstrate effective practices in a field-based setting and reflect on his/her role as a professional educator as he/she moves forward on the continuum from preservice to in-service educator. Upon completion of this course, the student will be a reflective professional educator who makes effective educational decisions that support the creation of dynamic learning environments.

Student Learning Outcomes

The State of Texas has developed the following standards for all Texas Teachers: Teacher Standards, Professional Roles & Responsibilities Standards, and Technology Standards. These standards were utilized to define what the teacher will know or be able to do upon successful completion of this course.

The student learning outcomes are categorized into four domains:
1. Domain 1 Planning,
2. Domain 2 Instruction,
3. Domain 3 Learning Environment, and
4. Domain 4 Professional Roles and Responsibilities

ISTE Standards for Educators (https://www.iste.org/iste-standards)
Review website for full overview
2.1 Learner
Educators continually improve their practice by learning from and with others and exploring proven and promising practices that leverage technology to improve student learning.

2.2 Leader
Educators seek out opportunities for leadership to support student empowerment and success and to improve teaching and learning.
2.3 Citizen
Educators inspire students to positively contribute to and responsibly participate in the digital world.

2.4 Collaborator
Educators dedicate time to collaborate with both colleagues and students to improve practice, discover and share resources and ideas, and solve problems.
2.5 Designer
Educators design authentic, learner-driven activities and environments that recognize and accommodate learner variability.
2.6 Facilitator
Educators facilitate learning with technology to support student achievement of the ISTE Standards for Students.
2.7 Analyst
Educators understand and use data to drive their instruction and support students in achieving their learning goals.

Required Reading and Textbook(s)
No required textbook. Students will utilize Canvas to upload their teaching artifacts and course requirements.
Competency Goals Statements (certification or standards)

-- Please see the PPR EC-12 Standards at the following website:
https://tea.texas.gov/sites/default/files/PPr%20EC-12%20Standards.pdf

Texas Essential Knowledge and Skills (TEKS):

https://tea.texas.gov/academics/curriculum-standards/teks/texas-essential-knowledge-and-skills

College and Career Readiness Standards (CCRS):
http://www.highered.texas.gov/institutional-resources-programs/public-community-technical-state-colleges/texas-college-and-career-readiness-standards/

COURSE REQUIREMENTS

Course Assessments
A. Upload all required TEA files to Share File:
- **Meetings with Mentor (Required-every pop-cycle)-** meet with mentor to discuss professional goals for the semester and other issues (as needed-After discussion, the mentor will assist the intern in the development of professional growth goals and identify any actions needed to facilitate attainment of the goals). If needed, the goals and actions will be documented on the Spring Action Plan for Professional Growth. A commitment is then made to evaluate progress in relation to each goal at the conclusion of the semester. **Supports the Student Learning Outcome #5.
- **Lesson Plan for Learning (Required)- and Post-Lesson Reflection (Required-TWO)-** With guidance from your mentor teacher, complete a plan for each lesson your field supervisor will observe. The Plan for Learning Standards- Based Lesson Plan will be sent via email to your Field Supervisor no later than 8:00 a.m. 3 days prior to your observation. This Lesson Plan and the Field Supervisor's emailed responses and reflective coaching questions constitute your PRE-CONFERENCE. **Email your Plan for Learning to your Field Supervisor and upload to your Sharefile**. **Supports the Student Learning Outcomes #2 & 5).

B. Professional Development Opportunities (Required, but may have been completed during Internship I)- There are a variety of professional development opportunities on your campus that will allow you to be more engaged and cognizant of the daily functions of a campus, including attending an ARD, 504, ELPS mtg; PTA/PTO, field trips, grade level meetings, before/after school duties, etc. Use your journal to document and reflect on our experiences in these opportunities. Complete the Professional Development Opportunities .pdf located in Canvas and submit to Canvas by the due date and **upload to ShareFile.** **Supports the Student Learning Outcome #5.

C. Digital Literacy Self-Assessment based on ISTE Standards. (Link sent via student email on 1/17/2023)

        Each student will complete a self-assessment of their digital literacy skills at the beginning of the course. The assessment will be done electronically in Qualtrics.

ISTE Standards for Educators Website: https://www.iste.org/standards/iste-standards-for-teachers

Digital Literacy/Learning Resources https://rossieronline.usc.edu/blog/digital-literacy-resources/

Digital Polarization Tutorials: Intro to Web Literacy: http://tamuct.libsurveys.com/WebLiteracy

Introduction Investigate the Source: http://tamuct.libsurveys.com/InvestigateSource

Find the Original Source: http://tamuct.libsurveys.com/FindOriginal

Look for Trusted Work http://tamuct.libsurveys.com/TrustedWork

D. Digital Learning Instruction -- students will design an instructional activity in their content area and grade level that that meets ISTE Standards using at least three digital resources.

E. **PPR Exam**

I. TEA Required Certificates:

A. Mental Health First Aid---Approximately 8 hours
        Some programs have a face-to-face course day for this training
        https://www.mentalhealthfirstaid.org/take-a-course/find-a-course/
            1. Get Trained (top right)
            2. Youth Mental Health First Aid
            3. Search for Course; use 76549 or your zip code
            4. Look for virtual and free courses on a date that works for you → Register
            5. Submit certificate as directed at the top of this page

B. Youth Suicide Prevention (AS+K)--Approximately 1 hour
        https://texassuicideprevention.org/training/ask-basic-gatekeeper/
            1. Steps to register are on first page

C. **Enroll in the TEALearn System for Dyslexia and TBSI Trainings**
        1. Enroll in TEALearn system For TEA ID number – if you don't know your TEA #, log into TEAL; add zero's at the beginning of your number to make it the 10-digit number
            a. District --> Click I don't have one
            b. Current Assignment --> Certification Program Candidate
            c. Register – follow the directions from there
        2. If you need technical assistance please submit a TEALearn Help Desk ticket
        3. https://tealearn.instructure.com/login/canvas

D. Dyslexia

   1. Type TEA Dyslexia in TEALearn search box and follow the instructions
   2. More information about the Dyslexia requirements can be found on the TEA website

E. Texas Behavior Support Initiative Training
   1. Type TBSI in TEALearn search box and follow the instructions

Grading Criteria Rubric and Conversion

This course is P/F-successful completion of Internship II is required to pass

Posting of Grades

 All assignments will be graded, and grades posted, in a timely manner, typically within one to three days of due date. Longer assignments, such as the papers and projects, will be graded and grades posted in approximately five to seven day

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COURSE OUTLINE AND CALENDAR
Complete Course Calendar

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***The instructor reserves the right to modify assignments and due dates to enhance student learning outcomes. Assignments may be altered/modified/changed, but no additional assignments will be added.

Internship II Calendar from Certification Officer:
2 Formal Observations
~August 15 – December 9 (TAMUCT graduation)
New Mentors ONLY - Virtual Howdy Visit (FS, Course Instructor, EPS, Mentors, Interns) – week of August 22
POP Cycles:
· Due: Pre-Conference / Lesson Plan, Observation, Post Conference, Mentor / Intern Collaboration Log
· Formal Observation #5 – Between September 26-October 7
· Formal Observation #6 – Between November 28-December 9

Date	Assignment	Assignment Due Dates
Weeks 1-4	Work with Field Supervisor to arrange observations Apply for graduation	Send email to meet individually with Dr. Casey as often as needed Graduation: Spring, 2023 **Application:** **https://dynamicforms.ngwebsolutions.com/Submit/Cosigners?form=e313790c-b80c-4355-890d-77a435956b43&section=118149&token=FkyrpOTEF4ia9DxVq-XWHbmHnFC-nwBPmK0Hf0TOTa4**
Weeks 5-8		Send email to meet individually with Dr. Casey as often as needed · Formal Observation #5

Weeks 9-12		Send email to meet individually with Dr. Casey as often as needed Comprehensive Exam Pass PPR and upload results
Weeks 13-16		Send email to meet individually with Dr. Casey as often as needed Complete all required trainings (May have been completed in Internship I) Meet with Intern I candidates virtually (not required-look for invite) Complete requirements for all Formal Observations

Important University Dates (including add/drop/holiday etc.)
https://www.tamuct.edu/registrar/academic-calendar.html

Technology Requirements

This course will use the A&M-Central Texas Instructure Canvas learning management system.
We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select "Chat with Canvas Support," submit a support request through "Report a Problem," or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Online Proctored Testing

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

Other Technology Support

For log-in problems, students should contact Help Desk Central, 24 hours a day, 7 days a week

Email: helpdesk@tamu.edu
Phone: (254) 519-5466
Web Chat: [http://hdc.tamu.edu]
Please let the support technician know you are an A&M-Central Texas student.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Warrior Center for Student Success, Equity and Inclusion is responsible for ensuring that students with a disability receive equal access to the university's programs, services and activities. If you believe you have a disability requiring reasonable accommodations, please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information, please visit our Access & Inclusion Canvas page (log-in required) [https://tamuct.instructure.com/courses/717]

Academic Integrity

Texas A&M University-Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. All academic misconduct concerns will be referred to the Office of Student Conduct. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the student conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html].

If you know of potential honor violations by other students, you may submit a referral, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Drop Policy

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[https://federation.ngwebsolutions.com/sp/startSSO.ping?PartnerIdpId=https://eis-prod.ec.tamuct.edu:443/samlsso&SpSessionAuthnAdapterId=tamuctDF&TargetResource=https%3a%2f%2fdynamicforms.ngwebsolutions.com%2fSubmit%2fStart%2f53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar's Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar's Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar's Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant, experiencing pregnancy-related conditions, and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit Student Affairs [https://www.tamuct.edu/student-affairs/pregnant-and-parenting-students.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender–including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Tutoring

Tutoring is available to all A&M-Central Texas students, both virtually and in-person. Student success coaching is available online upon request.

If you have a question, are interested in becoming a tutor, or in need of success coaching contact the Warrior Center for Student Success, Equity and Inclusion at (254) 501-5836, visit the Warrior Center at 212 Warrior Hall, or by emailing WarriorCenter@tamuct.edu.

To schedule tutoring sessions and view tutor availability, please visit Tutor Matching Services [https://tutormatchingservice.com/TAMUCT] or visit the Tutoring Center in 111 Warrior Hall.

Chat live with a remote tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

University Library & Archives

The University Library & Archives provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 400,000 eBooks and 82,000 journals, in addition to the 96,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place virtually through WebEx, Microsoft Teams or in-person at the library. Schedule an appointment here [https://tamuct.libcal.com/appointments/?g=6956]. Assistance may cover many topics, including

how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

University Writing Center

University Writing Center: Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (A&M–Central Texas) is a free service open to all A&M–Central Texas students. The hours of operation are from 10:00 a.m.-5:00 p.m. Monday thru Thursday in Warrior Hall 416 (with online tutoring available every hour as well) with satellite hours available online only Monday thru Thursday from 6:00-9:00 p.m. and Saturday 12:00-3:00 p.m.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC, need any assistance with scheduling, or would like to schedule a recurring appointment with your favorite tutor.

OPTIONAL POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Wellness and Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create

environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention

Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online

[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/bit]. If a person's behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5805.

INSTRUCTOR POLICIES

Late work will be accepted. Contact Dr. Casey if you fall behind so that arrangements can be made. Points may be deducted based on circumstances.

Copyright Notice
Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.

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