

## Field Experiences Guidelines

1. You must report to your assigned school at least one hour per week.
2. You must sign in and sign out at the front office.
3. Bring your time log (see attached) with you. Fill in the dates and times. Your cooperating teacher must also sign it. It is the student's responsibility to maintain the time log!!! Do not interrupt a lesson or activity in order to get your teacher to sign the time log. **Failure to turn in time log=no credit for field experience.**
4. Falsifying logs will result in an F. The office sign in sheet and/or teacher's records will be the final arbiter in any disputes about field experiences.
5. Remember to dress appropriately and act maturely. **Students must adhere to the schools professional dress code at all times. Any reports that are made regarding violations of a school's dress code by an ABAC student serving in an observation capacity will result in the loss of 50 points from the student's total points earned for the course.**
6. Student participation in classroom activities is strictly at the discretion of the classroom instructor.
7. See calendar below for beginning and end dates. Notice that holidays were considered.
8. Students may get credit for no more than **4 hours per week.**

### Confidentiality:

**Students will be working with underage children. Confidentiality laws exist to protect these children and their identities. In keeping with these laws students should not disclose any information to third parties unless asked to do so by their instructor.**

### Observation Calendar

**Week 1-** Begins September 8, 2008

**Week 2-** Begins September 15, 2008

**Week 3-** Begins September 22, 2008

**Week 4-** Begins September 29, 2008

**Week 5-** Begins October 6, 2008

**\*Fall Break- Make-up Days**

**Week 6-** Begins October 20, 2008

**Week 7-** Begins October 27, 2008

**Week 8-** Begins November 3, 2008

**Week 9-** Begins November 10, 2008

**Week 10-** Begins November 17, 2008

**\* Thanksgiving Break- Make-up Days**

**\* Final Make-up Week-** Begins December 1, 2008

You must wear or at least take your ABAC Student I.D.!!!

**\*\*\*\*There are 3 weeks available for student to make up missed hours. \*\*\*\***

All 10 hours must be completed by the last day of make-up week (December 5, 2008), or you will receive an F as your final grade in the course regardless of scores on all other course material!!!

### Journal Assignments

**You will be responsible for completing one journal assignment for this semester. You will write a paper based on your observations in the classroom on how the three issues below have been addressed in the classroom that you are observing.**

1. What are some classroom management techniques that you observe in your classrooms? Were they being used effectively? Why or why not? What might you do differently?
2. Identify some ways that technology is used in the classroom that you observe? In your opinion describe whether you think it is helping to advance student learning or hinder?
3. In your opinion is the diversity among the students being addressed by the teacher? If so how? If not, why?

### Responses Paper Guidelines:

1. Your paper is due in class on June 17, 2008.
2. All submission must be size 12 font, double-spaced, minimum 800 words.
3. All submissions must specifically reference field experience and course material.
4. Submissions will be based on grammar, spelling, and depth of content.

**Remember, failure to turn in time log will result in failure to receive credit for field experiences.**

### **Time Log**

NAME \_\_\_\_\_ Major \_\_\_\_\_

School	Date	Time in/out	Hours & minutes	Teacher's Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
<b>TOTAL HOURS</b>	-----	-----		-----

