



DEPARTMENT OF HUMAN SERVICES

COURSE OUTLINE – FALL 2014

TA 1234 The Role of the Paraprofessional in the Classroom – 2(2-0-0) 30 HOURS

INSTRUCTOR: Theresa Suderman B.A.

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OFFICE HOURS: By appointment. (You may come by anytime, however if I am busy we will schedule an appointment).

PREREQUISITE(S)/COREQUISITE(S): None.

REQUIRED TEXT/RESOURCE MATERIALS: Materials provided in class.

CALENDAR DESCRIPTION: This course develops knowledge, skills and attitudes necessary for the paraprofessional to perform their roles and responsibilities as a member of an instructional team. Students are equipped to function effectively and professionally in a wide variety of educational settings from kindergarten through senior high school.

COURSE LAYOUT: Classes will be comprised of lecture, labs, independent and small group tasks and class discussions.

CREDIT/CONTACT HOURS: 2 (30 hours)

DELIVERY MODE(S): Classroom instruction.

OBJECTIVES: Students will demonstrate:

1. an understanding of, and describe the complexity of, the role of the educational assistant within the context of the classroom in relation to the teacher, students and other colleagues within the educational setting.
2. professional conduct based on ethical standards of educational practice.
3. the knowledge, skills, and values necessary for working with students with varying abilities and cultural diversity.
4. the ability to utilize appropriate strategies and techniques to provide instructional support in teaching.
5. an awareness of personal care and/or health related support.

GRADING CRITERIA: A minimum grade of C- is required to pass this course.

EVALUATION:

Reading lab	10%
Spelling lab	10%
Tutoring lab	40%
Exceptionalities Flyer	10%
Final Quiz	20%
Attendance/Participation	10%

Submit your assignments on time. On time means at the end of class or, at the latest, 4:30 on the due date.

- Late assignments will be penalized :
 - 1) An initial 5% a week for late assignments. After two weeks the student cannot hand in his/her assignment.
 - 2) Should a student be allowed to resubmit an assignment a grade of 60 % is the highest grade the student can receive.
 - 3) If a student lets the instructor know at least one week prior to the due date that it is not possible to have the assignment in on time a contract can be made with the instructor stating when you can submit the assignment.
 - 4) Any assignment turned in and considered not to be your own work will result in the assignment being graded "0" and no opportunity to make up the assignment or missed points.

GRADING CONVERSION: Grande Prairie Regional College uses the **ALPHA** grading system. This system is described in the table below.

Alpha Grade	4-point Equivalence	Percentage
A+	4.0	90-100
A	4.0	85-89
A-	3.7	80-84
B+	3.3	76-79
B	3.0	73-75
B-	2.7	70-72
C+	2.3	67-69
C	2.0	64-66
C-	1.7	60-63
D+	Fail	
D		
F		

COURSE SCHEDULE/TENTATIVE TIMELINE: Attached.

STUDENT RESPONSIBILITIES:

Use of Mobile Devices, Laptops, etc. During Class

As research on learning shows, unexpected noises and movement automatically divert and capture people's attention, which means you are affecting everyone's learning experience if your cell phone, pager, laptop, etc. makes noise or is visually distracting during class.

For this reason, I ask you to turn off your mobile devices during class. If there is a specific reason you need to have your mobile device turned on in class you may request permission in writing (i.e. sick child).

College expects students' conduct to be in accordance with basic rights and responsibilities. Please refer to GPRC College calendar on the website regarding rights and responsibilities.

STATEMENT ON PLAGIARISM AND CHEATING:

Refer to the Student Conduct section of the College Admission Guide at <http://www.gprc.ab.ca/programs/calendar/> or the College Policy on Student Misconduct: Plagiarism and Cheating at www.gprc.ab.ca/about/administration/policies/**

**Note: all Academic and Administrative policies are available on the same page.

*"To be recognized for educational excellence in the fields of early learning & child care and
educational assistant training"*