MLE4000 Practicum in Elementary Curriculum and Instruction
Middle Level Component
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Fall, 2006 PH: 581-7882, Buzzard 2212

CEPS Theme:
Educator as creator of effective educational environments, integrating diverse students, subjects, strategies, and societies

Course Description:
MLE4000: Supervised middle level school clinical experiences with emphasis on the curriculum and instructional aspects of social studies, science, and diagnostic/prescriptive reading. Prerequisites: Concurrent enrollment in MLE3110, MLE3150, MLE4280, MLE4760, ELE4880 or permission of dept. chair.

Course Purpose:
The goal of this course is to provide prospective teachers with experiential support for planning and teaching in the core, exploratory, academic enrichment, and advisory areas in the middle school.

Course Rationale:
This course is an integral part of the courses with which it is associated, under direct supervision of the university instructor, and is in partial fulfillment of the pre-student teaching division practicum mandated by the Illinois State Teacher Certification Board.

CEPS Outcomes for All EC/EL/ML Classes:
1. Foster students' desire for lifelong learning and model one's own desire for lifelong learning, including self-evaluation.
2. Demonstrate effective communication skills.
3. Strive for positive development of students' intellectual, social/emotional, and physiological skills and behaviors.
4. Demonstrate knowledge of facts and an understanding of fundamental principles, ideas, and relationships among various knowledge domains.
5. Demonstrate knowledge of past and present developments, issues, research, and social influences in the field of education, particularly the middle school movement.
6. Technology objective--Increase the use of specific technology teaching and learning tools in methods classes that reflect the best uses of technology.

Outcomes Specific to MLE4000:
1. Provide for the uniqueness of individuals, recognizing the characteristics of those who are culturally diverse and those who are at-risk and fostering appreciation for individual differences by demonstrating alternative methods of achieving similar learning outcomes.
2. Manage the classroom to optimize academically engaged time.
3. Help to positively enhance students' intellectual, social, and moral behaviors.
4. Perform successfully within the social and political contexts of the school and community.
5. Model appropriate professional behaviors.
7. Emphasize higher order, critical thinking by promoting a problem-solving environment.

Outcomes Specific to ISTE Standards and Illinois Technology Standards:

ISTE Standards:
1. II. Planning and Designing Learning Environments and Experiences-- Teachers plan and design effective learning environments and experiences supported by technology.
E. Plan strategies to manage student learning in a technology-enhanced environment V. Productivity and Professional Practice-- Teachers use technology to enhance their productivity and professional practice.
A. Use technology resources to engage in ongoing professional development and lifelong learning.
B. Apply technology to increase productivity.
C. Use technology to communicate and collaborate with peers, parents, and the larger community in order to nurture student learning.

Illinois Technology Standards for All Teachers:
Standard 1--Basic Computer/Technology Operations and Concepts-- The competent teacher will use computer systems to run software; to access, generate, and manipulate data; and to publish results. He or she will also evaluate performance of hardware and software components of computer systems and apply basic troubleshooting strategies as needed.
Standard 5--Productivity Tools-- The competent teacher will integrate advanced features of technology-based productivity tools to support instruction, extend communication outside the classroom, enhance classroom management, perform administrative routines more effectively, and become more productive in daily tasks.

Course Outline:
As a result of taking this course, the student will participate successfully in the following topics:
I. Planning to Teach
A. Goals and objectives: student, teacher, state, national
B. Classroom environment
C. Management
D. Individual differences
II. Participation in the Practicum
A. Responsibility
B. Planning activities and units of instruction
C. Individual, small group, and cooperative learning
D. Study skills
E. Evaluation/assessment
F. Introduction to “Dana” computer keyboard; Use of Dana in practicum experience
G. Technology/Multimedia integration/use in the classroom--Dana, Power Point, Inspiration
III. Evaluation
A. Mastery, diagnosis, remediation
B. Self-evaluation  
C. Record keeping  
D. Goal setting

Course Description  
MLE4000.001 (Middle School Option Students)  
Fall--2006  
James Harden  
Office: BB2212  
581-7882

e-mail: jcharden@eiu.edu  
Course Meetings: BB 1140 (F) 8-8:50 a.m.

(Typed journal/notebook due with Table of Contents)  
Practicum begins Monday, ____________________, and ends Friday, Friday ____________________.

You are required to be in class all five days for 4 weeks from 8-12.

Practicum Procedures:
1. Contact your cooperating teacher in advance. Arrange a meeting in which you can share what you are prepared to offer this class.
2. Give the teacher the necessary 4000 documents, letter of introduction from James Harden, evaluation sheet, and explain what your assignments are.
3. Request school and classroom guidelines for professional and student behavior (things like no gum, no hats, quiet when in halls, etc.) Request a class list and a class schedule.
4. Know the school calendar (upcoming events)
5. Express your wish to teach as much as possible after the initial orientation to the classroom. Schedule your teaching periods with your cooperating teacher.
6. Use ALL time on site for instructional and/or professional purposes, even if the children must be out of the classroom.
7. Plan ahead. Over plan. Plan off-site, on your own time, in advance. Save complete records and writing of your plans for the 4000 notebook.
8. Let your enthusiasm, initiative, and professional attitudes be reflected in your teaching and your relationships in your school.
9. Keep a daily log and date each entry. Use the Dana computer keyboard to keep a journal. Transfer the information to a computer and print out your journal information. (You will be sharing the Dana with another student.)
10. Sign up for the EIU instructor to evaluate you by the end of the FIRST WEEK (schedule on Harden’s office door)
11. Integrate the Dana into your practicum journal experience. Also, use Power Point and Inspiration to enhance your teaching in the classroom where appropriate.

Grade points for ELE4000:
1. Class meetings: Participate. Let your voice be heard. Ten points for each meeting. (40-pts. total)
2. Practicum log sheet: Log hours from 8 a.m. to 12 noon for 4 weeks. In case of emergency absence, the cooperating teacher and the university supervisor MUST be contacted in ADVANCE. Arrange for your plans and materials to be in the classroom if you are absent. Arrange to make up the time. (10 pts.)
3. **On-site observation**: 30 pts. (lesson plan for the day=10 pts., classroom management=10 pts., and teaching performance=10 pts.)

4. **The notebook**: Keep thoughtful documentation. Write at least one notebook page a day. DATE each notebook page. Reflect upon the children, the supervising teacher, how the class discipline is handled, classroom management techniques used, your teaching experience (what worked and what didn't work).

5. **Plans**: Your cooperating teacher will need to see your plans in advance. Good plans give evidence of relation to the students’ previous learning and prior knowledge as well as specific objectives and procedures. Write your plans like a script. Use the EIU lesson plan model for your lesson plans where appropriate. Be sure the evaluation form and the log form are **signed by the cooperating teacher**. Xerox copies of samples of the children's work to include in the notebook. Xerox manual pages from which you work. Have your highlights and notes on these pages. This is a **WORKING notebook**. Keep lesson plans, materials created, children's work, manual pages, evaluation sheet, log, etc. ALL NOTEBOOK ENTRIES MUST BE DATED! Provide a table of contents in the front of the notebook. Include any class handouts from the 4000 class. The practicum notebook is worth 30 points due the first class meeting after spring break.

You need a lesson plan **EVERYTIME you teach even if you write it after the class. You should be teaching by the end of the first week at least one class each day.**

6. Evaluate yourself using the green evaluation sheet when you complete your 4 weeks. Compare your evaluation with your classroom teacher’s evaluation and James Harden’s evaluation.

**Total Points**: Attendance/participation 40 pts.
Practicum log 10 pts.
On-site observation 30 pts.
Notebook (complete) 30 pts.
Use of technology 10 pts.
(Dana, Inspiration, Power Pt.) ______
Total 120 pts.
A=93%
B=86%
C=76%

You must pass practicum with a C or better in order to continue in your program. If you are having problems in your practicum, contact James Harden as soon as possible with a call or by e-mailing.

Selected reading lists will be distributed for each course topic.


**Important Publications**: Educational Leadership, Phi Delta Kappan, Middle School Journal
YOU SHOULD HAVE THESE ITEMS IN YOUR PRACTICUM FOLDER:
1. Time log sheet (make duplicate copies)
2. Evaluation sheet for classroom teacher
3. List of MLE3110 placements and teachers’ names
4. Map and/or explanation of how to get to your building

LiveText: You may purchase the license for a one-time fee that covers your entire time at EIU plus one year after. It is available at the Union Bookstore for $69 through March 1, 2005. After that date the price will increase to $79.