Iowa State University
Course Syllabus – Spring 2013
Music 480k – Practicum I, II & III

Instructor: Dr. Natalie Steele Royston
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Course Description:
As required by the State of Iowa, all students in education must complete (a minimum of) 84 hours of observation of school-age students in classroom settings prior to the student teaching term. This requirement is designed to help prepare teacher education candidates to be more successful during the student teaching experience. Students will be placed in different settings for each practicum to include experience at the elementary and secondary levels. Music students take Music 480k to receive credit for the observations as follows:

<table>
<thead>
<tr>
<th>Observation Hours</th>
<th>Observation Course</th>
<th>Credit when taken</th>
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<tbody>
<tr>
<td>12 hours</td>
<td>Music 480 K</td>
<td>0.5 credit taken concurrently with Music 266</td>
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Apply for Acceptance into University Teacher Education (sophomore year – after 266)

<table>
<thead>
<tr>
<th>24 hours</th>
<th>Music 480 K</th>
<th>1.0 credit taken concurrently with Music 366*</th>
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</thead>
<tbody>
<tr>
<td>24 hours</td>
<td>Music 480 K</td>
<td>1.0 credit taken between Music 366 and 466*</td>
</tr>
<tr>
<td>24 hours</td>
<td>Music 480 K</td>
<td>1.0 credit taken concurrently with Music 466*</td>
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Expectations:
This is part of your professional program. The course is based on requirements for student teaching and for success as a teacher. This is an opportunity to help determine your direction as a future music educator. The most important qualities for you to exhibit are: being courteous, displaying a positive attitude, being flexible and willing to help when asked, and showing appreciation for this opportunity to observe the teacher and his/her classroom. Dress appropriately for all observations, turn off your cell phones, do not take food or drinks or chew gum, be prompt.

Attendance Policy:
Perfect attendance is required. If you are ill you must contact the school and the teacher to report the absence before it occurs. If there is an emergency, report the absence as soon as it is possible. Include Dr. Steele in the notification of any absences.
**School Behavior/Dress Code**

All ISU students are expected to behave as guests of the schools where they are placed. Students will adhere to dress and behavior codes of the host district as well as ISU expectations. Respecting confidentiality and establishing appropriate professional relationships are imperative.

Practicum students are instructed to call their cooperating teacher if they are going to be absent or late. Upon arrival at the school site, students must register at the main office each time they visit to announce their presence in the building. All ISU students should wear identification. If there is no formal system in place at the site, wear your ISU card secured in a plastic badge holder.

**Process – Timetable – Requirements (1 credit):**

1. Fill out an application for Practicum I, II, or III and return it with a schedule to Dr. Royston by the end of the first week of the semester. Please indicate the times you have available in your schedule to observe on a weekly basis. You must have open blocks of time, 2-3 hour minimum, during the public school day (8:00AM – 3:00PM). Transportation is your responsibility and all Practicum assignments cannot be in the Ames schools.

2. Dr. Royston will arrange a placement based on the student’s schedule, area of interest, availability of cooperating teachers, and the schedule of the schools. Once a placement is made, it cannot be changed.

3. Dr. Royston will forward the placement request to the Teacher Education Services office who will send an official letter to the teacher and school confirming the placement. Included in the mailing: instructions for the practicum and an evaluation form for the cooperating teacher.

4. Dr. Royston will notify the cooperating teacher and the ISU student of the placement via e-mail (should be confirmed by late January). The student then contacts the cooperating teacher (via e-mail) to arrange the first visit – observations should begin no later than the week of Jan 28.

5. Follow a regular observation schedule established by you and the cooperating teacher (report any absences to the cooperating teacher – see attendance requirements). Observations should last the entire semester.

6. Take notes at all sessions where you discuss and reflect upon what you are observing – you may use the questions on the observation form to focus your observation and stimulate your thinking/reflecting.

7. Assist the teacher as requested – some students may have the opportunity to teach lessons, work with small groups and/or work with an ensemble/classroom. Be proactive, ask if you can help.

8. Complete the 24 hours for your current practicum experience by May 1.

9. Turn in a summary and daily journal from your practicum (must be submitted through Blackboard electronically) to Dr. Royston by May 3. Be sure to include references to Iowa Standards and National Music Education Standards within your daily journal. You must also submit (in hard copy) the teacher signature sheet (can be found in Music Education handbook) confirming your attendance and hours by May 3.

10. The cooperating teacher fills out the evaluation form and returns it to Dr. Royston. (electronic submissions are acceptable)

12. Dr. Royston determines/reports the earned grade based on completing all requirements.
Grading Policy:
Grades are determined based on:

Signed Student Expectation form which can be found below or at:
(http://www.education.iastate.edu/te/clinical/professionalism/)

Daily observation journal on Blackboard (quality and quantity, content and construction)
Signature sheet with hour log (found in music education handbook)
Synthesis paper
Cooperating teacher evaluation