

Course:	DD 2145 Field Placement		
Session:	Winter 2010 January 5 – April 15		
	Date and Times vary as per field placement.		
Credit/Hours:	3(0-0-3) UT 45 Hours	Delivery:	Practicum
Transfer:			
Prerequisite:	DD1380, DD2260 and the consent of the department.		
Instructor:	Edward Bader	Office:	
	Telephone: 539-2013	Email:	ebader@gprc.ab.ca
Calendar Description:	This course seeks to develop an in depth appreciation and understanding of digital design as it relates to the commercial workplace. This will provide the student with practical experience in a working environment. This course may be taken in the second year.		
Course Content:	The practicum consists of 40 hours of work in a host business and 5 hours of preparation. The students will be furnished a list do perspective field placements. It will be the student's responsibility to contact the host business and set up an interview and present them in a professional manner in an application process. Journal entries will be made on a daily basis after each work day/session. The student will carry on a daily basis after each work day/session. The student will carry out an ongoing self- evaluation, addressing how well they were able to perform their duties and any insights into real work environment.		
Expectations:	Students are expected to: 1. Work consistently with a high degree of personal motivation. 2. Demonstrate responsibility and professional attitudes and behaviors. 3. Work regular hours of a full time employee. 4. Become familiar with the nature and scope of the host's business.		
Evaluation:	<u>CRITERIA FOR EVALUATION</u> 1. Report from the business. 2. Field visits by the instructor if required. 3. The degree and type of insights as demonstrated in the journal. <u>ASSESSMENT AND GRADING:</u> Field Reports: 90% Journal: 10% Overdue assignments will be penalized 10% per day. Work must be completed within ten days of original deadline. After 10 days you will receive a zero grade.		
Timeline:	Varies		
Required Materials:	Cost: \$10.00		
Plagiarism:	Plagiarism is cheating. The instructor reserves the right to use electronic plagiarism detection services. See P. 33-43 of the Calendar for more details, and for explanation of many other policies and regulations.		
Attendance:	More than 20% absenteeism may constitute a failure except for medical or extenuating circumstances in which case a doctor's letter may be required.		

GRANDE PRAIRIE REGIONAL COLLEGE			
GRADING CONVERSION CHART			
Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A ⁺	4.0	90 – 100	EXCELLENT
A	4.0	85 – 89	
A ⁻	3.7	80 – 84	FIRST CLASS STANDING
B ⁺	3.3	77 – 79	
B	3.0	73 – 76	GOOD
B ⁻	2.7	70 – 72	
C ⁺	2.3	67 – 69	SATISFACTORY
C	2.0	63 – 66	
C ⁻	1.7	60 – 62	
D ⁺	1.3	55 – 59	MINIMAL PASS
D	1.0	50 – 54	
F	0.0	0 – 49	FAIL
WF	0.0	0	FAIL, withdrawal after the deadline