GPRC Summer Course

ED4000

A Practical Guide In Organizing for Instruction In a Shop Environment

This course is intended for Teachers already possessing a Bed. Degree

Course Description: **40 hrs**

A. An overview of practical arts education: **2 hrs**

a. a brief history
b. CTS in Alberta
c. Industrial Education in other jurisdictions

B. Practical Arts Program Management:

a. Facility Layout and Design **8 hrs**
   1. Layout for Safety
   2. Layout for Supervision
   3. Layout for Content
   4. Layout for Maintenance
   5. Layout for Flexibility

b. Tools and Machinery **8 hrs**
   1. Required Tools and Equipment
   2. Tool and Equipment Safety
   3. Tools and Equipment Management and Storage
   4. Tool and Equipment Usage
   5. Tool and Equipment Maintenance

c. Project Design and Management **8 hrs**
   1. Project design for Safety
   2. Project design for skill level
   3. Project design for Content
   4. Project design for performance Latitude
   5. Project design for Storage
   6. Project design for materials and Cost

d. Program Budgeting and Control **4 hrs**
   1. Capital Budgeting
   2. Supply management and Budgeting
   3. Budget Control and Reporting

C. Student Management: **8 hrs**

a. Student Safety
b. Student Behavior
c. Student Achievement
d. Student Recognition
e. Student Reporting

D. Teacher Wellness: **2 hrs**

Looking after yourself for you and your programs longevity

ED 4000 "Organizing for Instruction in Practical Arts/CTS Lab

Reading List and Assignments

Along with the detailed instructional materials used in delivering the course the student will be responsible for the following list of reading information. The items in bold will be considered compulsory.

1. Alberta Education's **CTS program of studies *2005**
2. Career & Technology Studies**: Manual for Administrators, Counselors, and Teachers *2005**
3. **Occupation, Health and Safety Act * 2007**
4. A Descriptive Study of the Implementation of the Synergistic Laboratory in the Edmonton Catholic School System, Michael P. Dumanski , TT 169 D885, 1994
5. **Man Science Technology, H Ziel, 1971** *
6. The Journal of Technology Education, Virginia Polytechnic and State University;
   "What is Past is Prologue: Industrial Arts and Technology Education" D.R. Herschbach, 1996
   " From Industrial Arts to Technology Education: The Search for Direction" D.R. Herschback, 1997
   " From Industrial Arts to Technology Education: The Eclipse of Purpose" D.R. Herschback, 1997
7. Alternative Delivery Strategies for Career and Technology Studies Curriculum, Paul K. McNair, 1993

* indicates that only those portions that apply to the course will be considered compulsory

Assignments

Assignments will be based on the course outline and its practical application to the student's particular situation. As the student works through the following assignments He/She must consider and report on 2 aspects. First in the general sense as to how the assignment pertains to the entire shop environment and then by choosing one specific area(Bench Metals as an example)and apply a more focused specific application to the assignment. They will be expected to demonstrate an understanding of linkage to CTS pedagogy and curriculum.

Assignment 1:
The student will supply a detailed floor plan of his/her own school lab along with digital photographs of that lab. Students that do not have a lab to work from may, with permission, do the assignment using another student's lab or a supplied example.

After instruction, the student will do a **detailed critique and make recommendations for improvements based on the following 6 criteria;**

1. Safety
2. Supervision
3. Content
4. Maintenance
5. Storage
6. Flexibility

Assignment 2:
The student will examine the equipment and tools that they have in their labs and **assess their condition and suitability for instruction**. Then they will develop a **5 year plan for improving their lab assets** and a **tool and equipment maintenance schedule** that they can use in their own labs.

Assignment 3:
After instruction, the student will be given specific criteria that they will use to **develop a project that they can use in their lab**. Their project will be judged based on the following 6 criteria;

1. Safety
2. Skill Level
3. Content
4. Performance Latitude
5. Storage
6. Material usage and Cost

Assignment 4:
After discussion and instruction, the student will **develop a Student Management plan** that they can use in their circumstances. This plan will encompass strategies for the following 5 areas;

1. Student Safety
2. Student Behavior
3. Student Achievement
4. Student Recognition
5. Student Reporting

Assignment 5:
After discussion and instruction, and being aware of their own personal circumstance, the student will develop a personal wellness plan with strategies that can be applied daily, weekly and monthly.

Course Evaluation

This is a very intense course to be delivered over a one week timeline. This means that a very heavy focus will be placed on the assignments. These assignments will be evaluated by the instructor in a matter that is most effective at the time. A final exam which will include questions based on the compulsory reading list will round out the course evaluation;

Assignments	75%
Final exam	25%