PSYC 389 Experiential Learning

What is PSYC 389?

PSYC 389 Experiential Learning is a course through which students can receive academic credit for a professionally supervised, psychology related internship experience. The course is administered entirely through the ELMS Canvas Online Learning Management System and provides students the opportunity to reflect and process the challenges and learning opportunities that accompany the professional work environment. Students are also guided on methodologies for connecting their academic theory based psychology coursework to the functional activities they are performing at their internship site. Skills clarification and strategies for effectively marketing their internship to psychology major employers are also key components of the course. Assessments include reflection journals, case studies, professional organization research, an evidence of skills portfolio, and a final commercial project in which the student showcases their accomplishments as an intern and how the internship has impacted future career paths in the field of psychology. In addition to the weekly hours at their internship site, students should expect to spend 2-3 hours per week completely course assessments online through ELMS.

INSTRUCTOR INFORMATION:

Mr. Steve Young, M. Ed.
Office Hours: by appointment
University of Maryland
Department of Psychology
1107 Biology-Psychology Building
syoung17@umd.edu
301-405-5866

In addition to teaching this course, I serve as an advisor in the Psychology Office of Undergraduate Studies. I am also a Certified Federal Career Coach and a Certified Fitness Trainer. Since this is an online course, all correspondence will be communicated electronically through e-mail and weekly announcements posted on the ELMS Canvas PSYC 389 course page.

LEARNING OUTCOMES

- Acquire a solid understanding of one career area or sub-specialization of psychology
- Learn and develop employable psychology skills and abilities and how to market these to a Graduate School or Employer
- Demonstrate evidence of knowledge, skills, and abilities through the creation of an “Internship KSA Evidence Portfolio”
- Identify and research professional organizations that relate to your internship’s sub-field of psychology
- Build technical or multi-media skills to utilize in promoting your internship site and experience to employers and Graduate Schools
- Discover how to apply psychological theories, principles, and concepts to the professional work environment
- Define and practice professionalism in the workplace
- Learn about ethical dilemmas impacting the professional practice of psychology

Submitting Assignments

All assignments, with the exception of the Professional Organization Survey, should be submitted as file uploads on the ELMS PSYC 389 Course Site.

Policy on Late Assignments

Any late assignments will result in a grade of zero. A late assignment is defined as any assignment submitted after the posted deadline date and time as listed on ELMS.
**PSYC 389 Course Assignments**

### Introduction

**Post on CANVAS**

Post an online introduction in the Discussion Forum articulating why you chose to major in psychology, some background information on the internship you are pursuing, as well as what you hope to learn from this experience. **10 points**

### Reflection Journals (4)

At four points during the semester you will submit a two page written reflection journal which details the activities and learning experiences of your internship. **25 points each**

Here are some key questions to guide your reflection journals:

- What did you do?
- How did you do it?
- Why did you do it?
- What was the process and outcomes?

You can also focus on any of the following topics:

- Progress toward internship goals
- Learning or A-ha! moments from your internship
- Connection between classroom theory and internship functions
- Skills you are utilizing and acquiring in the internship
- How the internship is helping you to define your work ethic/values
- Research activities that pertain to the internship

Submit Reflection Journals as an upload through ELMS. Please include a Title Page with the following:

- Your Name
- PSYC 389
- Summer 2014
- Reflection Journal #
- Date

### Experiential Learning Theory Quiz

Review the Experiential Learning Theory articles under Module #3 then take the Experiential Learning Theory Quiz. It is important that you have a good understanding of the four stages of Experiential Learning Theory so that you can effectively apply these throughout your internship. Knowledge of experiential learning will help you to get the most out of this experience. The Quiz is untimed, open note, and must be completed by 11:59 pm on Friday, June 20th. The Quiz will be made available on Canvas on Monday, June 16th at 12:00 am. **25 points**

### Professional Organization Research Survey

As a future psychology professional, you have an obligation to contribute to the profession as well as develop professionally as a result of those contributions. Professional contributions might include writing a research article, presenting at a professional conference, or mentoring a new employee. For this assignment you will identify a professional organization that relates to the sub-field of psychology in which you are interning. Then you will visit the organization’s website and complete a Qualtrics survey on the organization. Some examples of professional associations previous students have researched include:

- Access Intelligence
- American Psychological Association
- American School Counselor Association
- Maryland Coalition Against Sexual Assault
- National Association of Alcohol and Drug Abuse Counselors
- National Association of Social Workers
- National Institutes of Health
- Obesity Society
- Pacific Whale Foundation
- Society of Human Resource Management
- The American Psychiatric Association

**30 points**
Internship KSA Evidence Portfolio

On Friday, July 25th you will submit an “Internship KSA Evidence Portfolio.” This will be a collection of items that demonstrate what Knowledge, Skills, and Abilities you acquired through your internship, how you developed these skills and abilities, and what these KSAs now qualify you to do. Here are some recommendations for items you might want to include in your portfolio:

- A promotional flyer highlighting what responsibilities you performed in your internship, what KSAs you developed, and what this experience now qualifies you to do. Examples of previous student promotional flyers are posted on Canvas.
- Photos or images of you learning a new skill or performing a specific task at your internship site.
- A project which you contributed to at your internship site. This can be an analysis or synopsis of the project.
- Your resume highlighting your internship functions, accomplishments, and KSAs you’ve developed.
- A recommendation letter from your site supervisor. You would need to ask for this well in advance of the 5/2 due date.
- Writing and/or Presentation samples that demonstrate oral and written communication skills.
- Samples of research you may have conducted for your internship site.

Grading Your KSA Evidence Portfolio

Your “Internship KSA Evidence Portfolio” is worth 100 points. It should include at least 3 distinct items that provide evidence of your KSAs.

**You should include a cover or title page with the following information: Internship KSA Evidence Portfolio, Your Name, PSYC 389, Summer 2014, August 8, 2014.**

Your KSA Portfolio Grade will be based on the following:

- **Content = 50 points**
  - Does it effectively demonstrate KSAs?
  - Does it have breadth and depth? (i.e. not all photos but an assortment of resources showcasing KSAs)
  - Is it well written? (i.e. no grammatical or spelling errors)

- **Style and Design = 50 points**
  - To what extent does the portfolio display a professional look or appeal?

100 points total

Site Supervisor Performance Appraisals

50 points each

Roughly 16% of your PSYC 389 grade will be based on performance appraisals completed by your Internship Site Supervisor. One performance appraisal will be completed at mid-semester and the other at the end of the semester. Your site supervisor will rate you on a 0-100% scale on the following items: Communication Skills, Productivity, Reliability, Initiative, Motivation to Learn, Professionalism, Problem Solving Skills, Teamwork, and Overall Performance. For the Final Performance Appraisal, your site supervisor will also assign you a course letter grade. This is not the letter grade for the course but rather a letter grade for your performance in the field. The maximum points you can earn on each performance appraisal is 50 points. To earn the maximum 50 points you must receive near 100% ratings on all of the criteria as well as have no areas to improve upon. The links for the performance appraisals will be e-mailed directly to your site supervisor one week in advance of the due dates.

Policy on making up missed assignments:

No missed assignments can be made up unless the student provides written documentation of a health related issue (Doctor’s note), a religious observance, a university sanctioned event or activity for which the student must attend, or an extenuating family circumstance. Every effort should be made to contact the instructor prior to the assignment due date for approval to be granted for making up the assignment.

Brainshark

Brainshark is professional video presentation website. If you’re planning to use Power Point for your final commercial you can upload your presentation into Brainshark and then easily add your narration. To register for a free Brainshark account go to http://www.brainshark.com

Resources for creating Power Point Narration Presentations can be found under the Week #13 Module on the ELMS PSYC 389 course page.
Grading Scale

Based on Final % Grade listed on ELMS

A+  100%-97%
A   96.9%-94.0%
B+  89.9%-87.0%
B   86.9%-84.0%
B–  83.9%-80.0%
C+  79.9%-77.0%
C   76.9%-74.0%
C–  73.9%-70.0%
D+  69.9%-67.0%
D   66.9%-64.0%
D–  63.9%-60.0%
F   59.9%-0.0%

Assignment Point Values

<table>
<thead>
<tr>
<th>ASSESSMENT</th>
<th>POINT VALUE</th>
<th>% of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did You Read The Syllabus Quiz</td>
<td>10</td>
<td>2%</td>
</tr>
<tr>
<td>Introduction Post</td>
<td>10</td>
<td>2%</td>
</tr>
<tr>
<td>Experiential Learning Quiz</td>
<td>20</td>
<td>3%</td>
</tr>
<tr>
<td>Reflection Journals (4)</td>
<td>25 each</td>
<td>17%</td>
</tr>
<tr>
<td>Professional Organization</td>
<td>30</td>
<td>5%</td>
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<tr>
<td>Mid-Semester Class Participation</td>
<td>40</td>
<td>7%</td>
</tr>
<tr>
<td>End of Semester Class Participation</td>
<td>40</td>
<td>7%</td>
</tr>
<tr>
<td>Mid-Semester</td>
<td>50</td>
<td>8%</td>
</tr>
<tr>
<td>Final Performance Appraisal</td>
<td>50</td>
<td>8%</td>
</tr>
<tr>
<td>Rough Draft Commercial</td>
<td>50</td>
<td>8%</td>
</tr>
<tr>
<td>Internship KSA Evidence Portfolio</td>
<td>100</td>
<td>17%</td>
</tr>
<tr>
<td>Final Commercial</td>
<td>100</td>
<td>17%</td>
</tr>
<tr>
<td><strong>TOTAL POSSIBLE POINTS</strong></td>
<td><strong>600</strong></td>
<td><strong>100%</strong></td>
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Academic Integrity

Academic Integrity is the foundation of this university. As such, policies related to the Academic Code of Conduct will be strictly enforced. Any indication of academic dishonesty (including but not limited to cheating, plagiarism, and falsification) will be referred to the Office of Student Conduct. without hesitation. Please review the University of Maryland Code of Academic Integrity at the following link: [http://www.president.umd.edu/policies/docs/III-100A.pdf](http://www.president.umd.edu/policies/docs/III-100A.pdf)
PHOTO/VIDEO RELEASE POLICY: Any photos or videos used in your commercial that include individuals who are personally identifiable must be accompanied by a signed photography/video release. Be aware in advance that certain internship sites may have restrictions or limitations when it comes to what photos you can take. The Department of Psychology photo/video release form can be found on the CANVAS course site.

Expectations for Final Commercial

Your final commercial is an opportunity for you to showcase your internship site as well as your accomplishments as an intern. Your commercial should be more than just sitting in front of a camera providing a testimonial about your internship experience. It should be a combination of telling and showcasing your internship experience from a marketing/promotional perspective.

PLEASE NOTE: The commercial is not an assignment that can be started and completed a week before its due. You will want to progressively work on your commercial throughout the semester.

Quick Tip

Assignments are always due by 11:59 pm

Final Commercial Requirements

As the Capstone Project for this course, you will design a 2-5 minute commercial showcasing your internship site, experience, and accomplishments. You are free to use any audio/visual aids including Power Point, Brainshark, You Tube, or Prezi to create your commercial. If using Power Point or Prezi be sure to include narration. Here are some suggestions on items you may want to cover in your commercial:

- A brief overview of your internship site (i.e. mission, goals, and vision)
- Listing and breakdown of general internship responsibilities you performed
- Your learning outcomes and goals that were achieved
- Any psychological theory or research applicable to your internship
- References to psychology coursework that relate to the responsibilities performed in the internship
- Statistical Data from your internship
- How this internship might impact your future psychology career path
- A breakdown of special events or projects you participated in during the internship
- Brief listing of the KSAs you developed as a result of this experience

Sample commercials of previous students can be found on the ELMS Course Site Week #16 Module.

Final Commercial Grading Rubric

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Excellent</th>
<th>Average</th>
<th>Poor</th>
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</thead>
<tbody>
<tr>
<td>Content 25%</td>
<td>- covers a number of areas as outlined in requirements - no misspellings or grammatical errors - includes 3-4 ties to psychology courses</td>
<td>- missing 3-4 content areas - content is rather vague and does not speak to the uniqueness of internship experience - includes 1 or 2 ties to</td>
<td>- missing more than 4 content areas of presentation - variety of misspellings and grammatical errors - no ties to psychology coursework</td>
</tr>
<tr>
<td>Presentation and Delivery 25%</td>
<td>- is communicated in a clear and articulate manner - no slang or filler phrases such as “um”, “like”, or “you know.”</td>
<td>- narration lacks articulation and/or is scripted as if reading slides - no automatic transition of slides - is 1 minute or over 6</td>
<td>- no narration or audio - scripted narration with multiple slang of filler phrases - narration is monotone and does not convey enthusiasm or energy</td>
</tr>
<tr>
<td>Style and Design 25%</td>
<td>- good use of images and photos to convey internship story</td>
<td>- haphazard use of graphics/visuals - graphics are not congruent with slide content</td>
<td>- commercial includes no visuals or images - no consistent theme is used to connect content</td>
</tr>
<tr>
<td>Overall Effect 25%</td>
<td>- commercial shows effort, professionalism, and a high level of regard for your internship site</td>
<td>- commercial is somewhat engaging but fails to sustain interest - energy at onset but loses momentum throughout</td>
<td>- commercial lacks substance and content - does not inspire further investigation in the field</td>
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TOTAL POINTS

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Average</th>
<th>Poor</th>
</tr>
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<tbody>
<tr>
<td>100</td>
<td>75</td>
<td>50</td>
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Rough Draft Commercial

You will submit a “Rough Draft Commercial” three weeks in advance of the “Final Commercial” due date. This is to allow me to provide you with some constructive feedback on your commercial and to ensure you are on the right track in designing your commercial. The Rough Draft Commercial does not need to have all of the bells and whistles. It can simply be a few slides with some images and narration. You will be thankful that I have you do this since it will increase the probability of you earning a high grade on your final commercial if you make any recommended adjustments. Sample rough draft commercials of previous PSYC 389 students can be found on CANVAS.

50 points

Did You Read The Syllabus Quiz?

To assure me that you have read this syllabus you will take the “Did You Read The Syllabus?” Quiz posted on CANVAS. The quiz must be completed by 11:59 pm on Friday, June 6 and will be made available beginning Monday, June 2 at 8:00 am. It is not open book or note so you are to adhere to the Academic Honor Code. 10 points

Learning Accommodations

If you qualify for and require specific academic accommodations please provide me with the appropriate documentation from DSS during the first week of the semester http://counseling.umd.edu/
## Summer 2014 PSYC 389 Assignment Calendar

*all assignments must be submitted by 11:59 pm on the scheduled due date*

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment</th>
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</thead>
<tbody>
<tr>
<td>Monday, June 2</td>
<td>First Day of Class</td>
</tr>
<tr>
<td>Friday, June 6</td>
<td>“Did You Read The Syllabus Quiz?”</td>
</tr>
<tr>
<td>Friday, June 13</td>
<td>Introduction Posting due</td>
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<tr>
<td>Friday, June 20</td>
<td>Post and respond to Discussion Forum #1 Questions</td>
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<tr>
<td>Friday, June 20</td>
<td>“Experiential Learning Theory Quiz”</td>
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<tr>
<td>Friday, June 27</td>
<td>Reflection Journal #1 due</td>
</tr>
<tr>
<td>Monday, July 7</td>
<td>Post and respond to Discussion Forum #2 Questions</td>
</tr>
<tr>
<td>Friday, July 11</td>
<td>Reflection Journal #2 due</td>
</tr>
<tr>
<td>Friday, July 18</td>
<td>Mid-Semester Performance Appraisal due</td>
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<tr>
<td>Friday, July 18</td>
<td>Mid-Semester Class Participation Points Assigned</td>
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<tr>
<td>Friday, July 25</td>
<td>Post and respond to Discussion Forum #3 Questions</td>
</tr>
<tr>
<td>Friday, July 25</td>
<td>Rough Draft Commercial due</td>
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<tr>
<td>Friday, August 1</td>
<td>Reflection Journal #3 due</td>
</tr>
<tr>
<td>Wednesday, August 6</td>
<td>Professional Organization Survey due</td>
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<tr>
<td>Friday, August 8</td>
<td>Internship KSA Evidence Portfolio due</td>
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<tr>
<td>Friday, August 8</td>
<td>Post and respond to Discussion Forum #4 Questions</td>
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<tr>
<td>Friday, August 15</td>
<td>Reflection Journal #4 due</td>
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<tr>
<td>Friday, August 22</td>
<td>Final Commercial due</td>
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<tr>
<td>Friday, August 22</td>
<td>Final Performance Appraisal due</td>
</tr>
<tr>
<td>Friday, August 22</td>
<td>Final Class Participation Points Assigned</td>
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</table>