

A. Division: APPLIED PROGRAMS Date: AUGUST, 1982

 B. Department: SOCIAL SERVICES & ALLIED HEALTH New Course:

 Program: BASIC OCCUPATIONAL EDUCATION PROGRAM Revision of Course Information Form:

Basic Occupational Education Program- Dated: _____

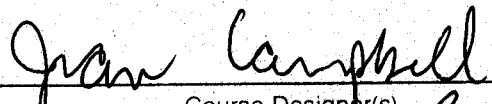
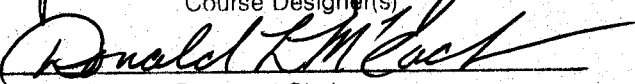
 C. BOE 121 Subject & Course No. D. Electronic Assembly Practicum Descriptive Title E. 6 Semester Credits

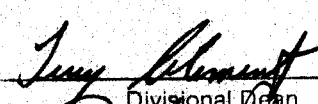
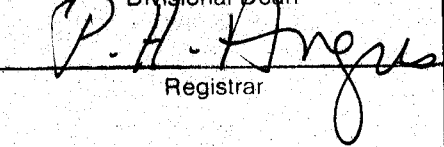
 F. Calendar Description: **This course provides opportunity for students enrolled in the Basic Occupational Education Program-Electronic Assembly to gain realistic work experience in basic electronic assembly skills, through practicum participation in a community electronic manufacturing setting. Students attend a weekly seminar to provide opportunity for integration of practicum experiences with classroom learning.**

 Summary of Revisions:
 (Enter date and Section Revised)
 e.g. 1982-08-25
 Section C,E,F, and R.

G. Type of Instruction:	Hours Per Week / Per Semester	H. Course Prerequisites: Enrollment in BOEP-Electronic Assembly
	Lecture _____ Hrs.	
	Laboratory _____ Hrs.	
	Seminar <u>1</u> Hrs/Wk.	
	Clinical Experience _____ Hrs.	
	Field Experience _____ Hrs.	
	Practicum Min. 25 - Max. 40 _____ Hrs./Wk.	
Shop _____ Hrs.	I. Course Corequisites: BOEP-112 Basic Occupational Education Program	
Studio _____ Hrs.		
Student Directed Learning _____ Hrs.	J. Courses for which this Course is a Pre-requisite: Nil	
Other (Specify) _____ Hrs.		
Total (determined by Min. 104 Max. 656 Hrs. individual's rate of mastery)		K. Maximum Class Size: Continuous entry: Maximum 20 students.

L. College Credit Transfer <input type="checkbox"/> College Credit Non-Transfer <input checked="" type="checkbox"/> Non-Credit <input type="checkbox"/>	M. Transfer Credit: Requested <input type="checkbox"/> Granted <input type="checkbox"/> (Specify Course Equivalents or Unassigned Credit as Appropriate) U.B.C. S.F.U. U. Vic. Other	


 Course Designer(s)

 Director / Chairperson


 Divisional Dean

 Registrar

N. Textbooks and Materials to be Purchased by Students (Use Bibliographic Form):

NONE

Complete Form with Entries Under the Following Headings: O. Course Objectives; P. Course Content;
Q. Method of Instruction; R. Course Evaluation

O. COURSE OBJECTIVES:

Upon Completion of this course the student will be able to:

1. perform one or more of the following entry level jobs to competitive standards:
 - 1.1 printed circuit board assembly
 - 1.2 cable and harness production
 - 1.3 mechanical assembly
 - 1.4 transformer winding
2. demonstrate adequate communication skills
3. demonstrate acceptable work habits and attitudes
4. demonstrate daily living skills essential for work.

P. COURSE CONTENT

1. Job Performance

The student will:

1. perform entry level electronic assembly skills to competitive rate and standard.

2. Communication

The student will:

- 2.1 listen carefully when given instructions and respond appropriately
- 2.2 ask questions appropriately
- 2.3 respond appropriately to criticism or suggestions
- 2.4 interact appropriately with supervisor in informal situations
- 2.5 respond to greetings from co-workers
- 2.6 initiate interactions with co-workers appropriately
- 2.7 socialize appropriately with co-workers.

3. Work Habits & Attitudes

The student will:

- 3.1 demonstrate awareness of safety in handling materials, tools, and equipment
- 3.2 demonstrate punctuality in arriving at work and in returning from breaks
- 3.3 work independently, without direct supervision
- 3.4 move from task to task independently
- 3.5 show initiative in finding things to do when assigned tasks are completed
- 3.6 continue working despite distractions, or difficulties
- 3.7 maintain productivity despite variations in routine
- 3.8 make appropriate decisions when faced with problems
- 3.9 ask for assistance when needed
- 3.10 cooperate with others on completion of tasks.

4. Daily Living Skills

The student will:

- 4.1 maintain good grooming and hygiene throughout the work day
- 4.2 demonstrate hygienic handling procedures
- 4.3 maintain acceptable behaviour while working (avoid unacceptable habits or mannerisms)
- 4.4 demonstrate acceptable break behaviours.

Q. METHOD OF INSTRUCTION

1. The student will be in a community electronic manufacturing practicum setting.
2. The student will work the shift required by the employer, from 25 hours per week minimum to 40 hours per week maximum.
3. On-site training and support will be provided by college program personnel.
4. The student will participate in a weekly 1 hour seminar throughout practica.
5. The student will experience 1 to 4 practicum experiences, each lasting a minimum of 4 weeks. The student's performance on required competencies will determine the number and length of practica.

R. COURSE EVALUATIONS

The grading will be MASTERY or NO CREDIT GRANTED. Students will be given regular feedback and will be evaluated at mid-point and the end of each practicum by the site supervisor and by college personnel.

Performance will be assessed according to the "Practicum Evaluation Rating Form" (attachment #1). Employer assessment of the students progress will be recorded through use of the "Employer's Practicum Evaluation Rating Form" (attachment #2).