



A: Division: APPLIED PROGRAMS

Date: 30 APRIL 1992

B: Department: CHILD, FAMILY AND COMMUNITY STUDIES

New Course: X

Program: BASIC OCCUPATIONAL EDUCATION

Revision of Course Information Form: _____

Dated: _____

C: BOCE 221 D. BASIC OCCUPATIONAL EDUCATION PROGRAM
Subject & Course No. - ELECTRONIC ASSEMBLY PRACTICUM
Descriptive Title

E. 15
Semester Credits

F: Calendar Description: This course is offered for the student who has completed the B.O.E. Program but experienced a loss of skills due to time lapse between program completion and employment. The 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 Revision:
(Enter date & section)
Ex: Section C,E,F, & R

G: Type of Instruction:	Hours Per Week	
Lecture/Practice	_____	Hrs.
Laboratory	_____	Hrs.
Seminar	<u>1</u>	Hrs.
Clinical Experience	_____	Hrs.
Field Experience	_____	Hrs.
Practicum Min. 29 - Max.	<u>40</u>	Hrs.
Shop	_____	Hrs.
Studio	_____	Hrs.
Student Directed Learning	_____	Hrs.
Total hours determined by Individual's rate of Mastery = Min.	<u>30</u>	Hrs.
= Max.	<u>41</u>	Hrs./Week

H: Course Prerequisites:
N/A

I: Course Corequisites:
Nil

J: Courses for which this course is a prerequisite
Nil

K. Maximum Class Size:
Continuous Entry - maximum 20 students

L: College Credit Transfer _____
College Credit Non-Transfer X
Non Credit _____

M. Transfer Credit: Requested _____
Granted _____
(Specify Course Equivalents or Unassigned Credit as Appropriate)
U.B.C.
S.F.U.
U.Vic.
Other

P. Gray

(PATTI GRAY) Course Designer(s)
B. Miller

Director/Chairperson

J. Lendley

Divisional Dean
P. H. Douglas

Registrar

N. Textbooks and Materials to be Purchased by Students:

None

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:

- 1.1 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 complete 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 from the 'Work Experience Employer Evaluation' form.