

## Instructor/TA Info

### Instructor Information

**Agatha Gibbons** : Agatha Gibbons

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### TA Information

**Agatha Gibbons** : Ksenia Ilinykh

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## Course Information

### Description

Most of the information for this course can be found in the BYU Mentored Teaching Experience Handbook. 2019-20.pdf [Download \(plugins/Upload/fileDownload.php?fileId=3868f2c8-4wCL-l9RB-jrFE-xB5e2c197bc6&pubhash=kAOl6mxjYgZIBubBx2Tlj53BEWJlodyZrECuyiZSRiluhB0Ex7\\_6v881zgRXWYhnp9lx-67TV\\_Q0kxWJ0b7ayQ==\)](#). This will be a brief overview of the course, but further information can be found in the handbook.

### Purpose and Outcomes of the Practicum

The purpose of Practicum in special education is to begin developing competency and understanding of effective collaboration in the field of special education. The BYU student's performance will be evaluated by the university supervisor, mentor teacher, and teaching assistants through formal observations.

### Mission Statement

BYU Special Education Programs

We maximize the potential of diverse learners with individualized educational needs to elevate their quality of life. We accomplish this by supporting the mission and aims of a BYU education as we integrate teaching, research, and service. We specifically:

- Prepare competent and moral educators who select, implement, and evaluate research-based, effective teaching practices and appropriate curriculum for learners with special needs.
- Prepare master special educators who will provide collaborative leadership to foster moral development and improve learning and social competence of exceptional children with challenging behaviors.
- Add to the knowledge base of special education and related disciplines through research.
- Serve and advocate for learners with individualized educational needs and others who support them.

### Grading Scale

Grades	Percent
A	93%
A-	90%
B+	87%

B	83%
B-	80%
C+	77%
C	73%
C-	70%
D+	67%
D	63%
D-	60%
E	0%
T	0%

## Learning Outcomes

### Diversity in upper grades

1. Describe the characteristics and diversity of adolescent and young adult individuals with disabilities.

### Assessment and instruction

2. Describe evidence-based and culturally sensitive assessment, instructional strategies, learning experiences, and learning materials for secondary students with disabilities.

### Transition planning and implementation

3. Use evidence-based and culturally sensitive resources and techniques for transitioning individuals with disabilities into and out of school and post-school environments.

### Mentor Teaching Outcomes

There are four outcomes the practicum is designed to help you achieve, they are:

#### Rights and responsibilities

1. Explain rights and responsibilities of students, parents, teachers and other professionals, and schools related to students with disabilities.

#### Lesson planning

2. Create and implement standards-based daily lesson plans derived from assessment data that address individual IEP goals.

#### Behavior management

3. Use a variety of non-aversive techniques to control targeted behavior and maintain attention of individuals with disabilities.

#### Supportive learning environments

4. Create safe, equitable, positive, and supportive learning environments in which diversities are value.

## Grading Policy

### Grading Policy:

Submit all written assignments (e.g., lesson plans, reports, goals) in acceptable form (appropriate grammatical usage, paragraph structure, punctuation, and spelling) by scheduled deadlines. Grading will be based on a total point system. Each assignment has a specific amount of points possible. Your final grade will be based on the total points received from all assignments throughout the semester. If an assignment is graded below a desired score, you have the option of correcting and resubmitting it for half the total of missed points. However, you have a maximum of 72 hours (3 days) to resubmit the assignment. You will also need to email us to let us know you resubmitted the assignment.

### Late Work Policy:

Due dates for every assignment are provided on the assignments tab and course schedule. Unless otherwise stated, assignments are due on those days. However, I recognize that sometimes "life happens." In these instances, you may use your allotted two flex days. These days allow you to submit an assignment up to two days late without penalty. You can use these days for any assignment and for any reason. You do not need to provide me with the reason: simply email me and tell me how many of your flex days you would like to use and for what assignment.

Once you've exhausted your flex days, then point deductions will occur for any assignment submitted after the deadline. An assignment submitted 24 hours after the due date will only be eligible for 80% of the maximum number of point allotted. Assignments submitted more than 24 hours after the due date will not be accepted. If you experience extenuating circumstances (e.g., you are hospitalized) that prohibit you from submitting your assignments on time,

please let me know. I will evaluate these instances on a case-by-case basis.

See Handbook for further information

## Participation Policy

See practicum handbook for more information.

## Attendance Policy

### Attendance

Attendance Policy for BYU Students in the Practicum

The practicum is 10 to 12 weeks long. The dates for the practicum are outlined in the CPSE 466/7 and CPSE 446/7 course syllabi. BYU Students must follow the school district calendar for all other days. (See Syllabus)

In the case of illness or an emergency that prevents teaching, it is the BYU student's responsibility to notify both the mentor teacher and the university supervisor. For illness or reason(s) which constitute an emergency, BYU students are allowed to miss up to two days but must notify the mentor teacher and the university supervisor. BYU students will need to make up the initial two days missed for approved illness or emergency. BYU students who desire exceptions to this policy must submit requests in writing to the BYU Special Education faculty, and the faculty must come to a joint agreement in order for the exception to be granted. Obtain approval from mentor teacher and university mentor before rescheduling or canceling sessions. Be certain the mentor teacher and university mentor are notified in advance of any anticipated absences.

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### Punctuality

Be punctual in arriving at sites for the practicum sessions, meetings, conferences, and consultations.

If you are late to practicum, submit that on learning suite. *You will only receive 1 point for that day.*

### Holidays and Vacations

BYU students follow a combination of BYU's calendar and the School District's calendar (See Schedules in the course syllabi).

See Handbook for further information.

## Assignments

### Assignment Descriptions

#### BYU Class Attendance Day 1

Jan  
08

Due: Monday, Jan 08 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 10:00 to 12:00 and were there on time.

#### PPAT Task 1 - Reading Assignment

Jan  
10

Due: Wednesday, Jan 10 at 9:00 am

PPAT Reading Assignment:

- Read through PPAT Task 1 (both links)
- Write down at least two questions that you have
- Write down at least two things that you learned
- Turn in your questions and what you learned into Learning Suite
- Come prepared to discuss PPAT task 1 and ask your questions for next class

1 points will be given for each questions and for what you learned for a total of 4 points.

[PPAT Task 1 Link \(https://www.ets.org/ppat/test-takers/resources.html\)](https://www.ets.org/ppat/test-takers/resources.html)

- Scroll down until you see PPAT Assessment Candidate and Educator Handbook. Open up the PDF and read through all of Task 1.

[PPAT Task 1 Requirements \(https://www.ets.org/pdfs/ppat/ppat-task-1-requirements.pdf\)](https://www.ets.org/pdfs/ppat/ppat-task-1-requirements.pdf)

[Library of Examples for the PPAT Assessment \(https://www.ets.org/ppat/test-takers/tasks/library-](https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c)

[examples.html#accordion-3c24f469b0-item-ef0acd8c6c\)](https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c)

### Email Mentor Teacher - 1st Practicum Site

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Jan  
10

Due: Wednesday, Jan 10 at 11:59 pm

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Together with your partner, email your mentor teacher and introduce yourselves. Individually take a screenshot of your shared email and turn it in on Learning Suite for each of you.

Emails Components:

- Include a subject line stating the purpose of the email. It should be short and specific. (e.g., Practicum Student)
- Address the mentor teacher by his or her last name. (e.g., Mrs. Smith)
- Give a pleasantry or short greeting
- State the reason for writing the email (e.g., new practicum student) and identify who you and your practicum partner are
- Tell the mentor teacher a little bit about yourself
- Add anything else that you feel is pertinent
- Thank your mentor teacher for giving you the opportunity to be in their class
- Give a short sign off

.5 points will be given for each component that is included in your email for a total of 4 points.

### BYU Class Attendance Day 2

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Jan  
10

Due: Wednesday, Jan 10 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 9:00 to 12:00 and were there on time.

### 1st Practicum Attendance Day 1

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Jan  
17

Due: Wednesday, Jan 17 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 1st Practicum Attendance Day 2

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Jan  
22

Due: Monday, Jan 22 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the

original time you are making up for.)

### Confidentiality Agreement - 1st Practicum Site

Jan  
22

Due: Monday, Jan 22 at 11:59 pm

Complete the attached confidentiality agreement with your mentor teacher the first day of practicum.

CONFIDENTIALITY AGREEMENT [Download \(plugins/Upload/fileDownload.php?fileId=0d33fad2-Xlkz-je7B-52M9-W6c69ce16853&pubhash=BCKGTs-EnjmR75ul5UJ9jnZenj1q3bMZWPobFiBXFZ-YBFvZN6y1JV8XYw3uwTUvUgPsvx2yKv\\_hQ5RRkvIZ6Q==\)](#)

After it has been signed, turn it in to Learning Suite by scanning or taking a picture of the document.

### PPAT Task 1 - Practice Assignment

Jan  
24

Due: Wednesday, Jan 24 at 11:59 pm

The purpose of this assignment is not to complete the entire PPAT Task 1 with in-depth analysis and full requirements of the assessment. It is to simply get you thinking about the different parts of the assessment and help you more effectively prepare for the final assessment when you student teach.

In this task, you will practice demonstrating the knowledge and skills that pertain to your understanding of your practicum classroom, including the students, school, and community, along with identifying the implications of these factors on instruction and student learning.

The following is the requirements for this assignment:

- Write down in a simplified form in your own words each part of task 1 and what each assignment entails. Include the following:
  - Step 1: Factors, Resources, and Protocols
    - Activity 1, Textbox 1.1.1, Guiding Prompts, Artifact
    - Activity 2, Textbox 1.1.2, Guiding Prompts, Artifact
    - Activity 3, Textbox 1.1.3, Guiding Prompts
  - Step 2: Knowledge of Students
    - Activity 1, Textbox 1.2.1, Guiding Prompts, Artifact
    - Activity 2, Textbox 1.2.2, Guiding Prompts
    - Activity 3, Textbox 1.2.3, Guiding Prompts, Artifact
- Give one examples of how you might complete each activity.
- Write down any questions you have or vocabulary you didn't understand to discuss for the next on campus class.

[Library of Examples for the PPAT Assessment \(https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c\)](https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c)

### 1st Practicum Attendance Day 3

Jan  
24

Due: Wednesday, Jan 24 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the

original time you are making up for.)

### 1st Practicum Attendance Day 4

Jan  
29

Due: Monday, Jan 29 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 1st Practicum Attendance Day 5

Jan  
31

Due: Wednesday, Jan 31 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### PPAT Task 2 - Reading Assignment

Feb  
05

Due: Monday, Feb 05 at 9:00 am

PPAT Reading Assignment:

- Read through PPAT Task 2 in both links
- Write down at least two questions that you have
- Write down at least two things that you learned
- Turn in your questions and what you learned into Learning Suite
- Come prepared to discuss PPAT task 2 and ask your questions for next class

1 points will be given for each questions and for what you learned for a total of 4 points.

[PPAT Task 2 Link \(https://www.ets.org/ppat/test-takers/resources.html\)](https://www.ets.org/ppat/test-takers/resources.html)

- Scroll down until you see PPAT Assessment Candidate and Educator Handbook. Open up the PDF and read through all of Task 2.

[PPAT Task 2 Requirements \(https://www.ets.org/pdfs/ppat/ppat-task-2-requirements.pdf\)](https://www.ets.org/pdfs/ppat/ppat-task-2-requirements.pdf)

[Library of Examples for the PPAT Assessment \(https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c\)](https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c)

### BYU Class Attendance Day 3

Feb  
05

Due: Monday, Feb 05 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 9:00 to 12:00 and were there on time.

### 1st Practicum Attendance Day 6

Feb

Due: Wednesday, Feb 07 at 11:59 pm

07

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 1st Practicum Attendance Day 7

Feb

12

Due: Monday, Feb 12 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### PPAT Task 2 - Practice Assignment

Feb

14

Due: Wednesday, Feb 14 at 11:59 pm

The purpose of this assignment is not to complete the entire PPAT Task 2 with in-depth analysis and full requirements of the assessment. It is to simply get you thinking about the different parts of the assessment and help you cross that bridge and more effectively prepare for the final assessment when you student teach.

In this task, you will practice demonstrating your understanding, analysis, and application of assessments and data collection to measure and inform student learning.

Below are the requirements for this assignment:

- Write down in a simplified form in your own words each part of task 2 and what each assignment entails. Include the following:
  - Step 1: Planning the Assessment
    - Activity, Textbox 2.1.1, Guiding Prompts, Artifacts
    - Textbox 2.1.2, Guiding Prompts
    - Textbox 2.1.3, Guiding Prompts, Artifacts
  - Step 2: Administering the Assessment and Analyzing the Data
    - Textbox 2.2.1, Activity, Guiding Prompts, Artifact
    - Textbox 2.2.2, Guiding Prompts, Artifacts
- Give one examples of how you might complete each part.
- Write down any questions you have or vocabulary you didn't understand to discuss for the next on campus class.

Library of Examples for the PPAT Assessment (<https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c>)

### 1st Practicum Attendance Day 8

Feb  
14

Due: Wednesday, Feb 14 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### Pre-Observation Assignment

Feb  
21

Due: Wednesday, Feb 21 at 11:59 pm

### You must complete this pre-observation assignment before your professor comes to observe you!

You will be observed by your professor once during the practicum experience. This will be an additional lesson separate from the video lessons. This assignment requires that you schedule a time with your professor to observe you teaching a lesson in person, and that you meet with them after your classroom observation.

Pre-Observation Assignment List:

- Sign up on the link provided [Observation Booking Time \(https://outlook.office.com/bookwithme/user/6574ccd01fb54c3f80d95854ee442b72@byu.edu/?getrequesturl=https%3a%2f%2foutlook.office.com%2fows%2fOID%3a0d3b4b17-639b-46f0-9380-74e8d20e820e%40c6fc6e9b-51fb-48a8-b779-9ee564b40413%2fbeta%2fBookWithMe%2fCheckBookable%3fbookingcode%3df5785d31-3a0e-4111-91fd-bf4eb87ec7c5%26itemid%3dIOURuNgfH00M\\_ojAsXfNKA2%26authtoken%3deyJhbGciOiJSUzI1NiIsImtpZCI6IlloyeTkxSDI2NlF7cTc1DzEE5miWjhbLhhYOGXQU9lY5gf\\_51GXQQWJq3Y67VPxdyDXuNfBMbKSgllwaFzjMEncvGAR0jCQouruU8XTTh6P0IgbJuEW5o4!OA3P-7bhQr\\_N4dUg&anonymous&ep=mLinkFromTile\)](https://outlook.office.com/bookwithme/user/6574ccd01fb54c3f80d95854ee442b72@byu.edu/?getrequesturl=https%3a%2f%2foutlook.office.com%2fows%2fOID%3a0d3b4b17-639b-46f0-9380-74e8d20e820e%40c6fc6e9b-51fb-48a8-b779-9ee564b40413%2fbeta%2fBookWithMe%2fCheckBookable%3fbookingcode%3df5785d31-3a0e-4111-91fd-bf4eb87ec7c5%26itemid%3dIOURuNgfH00M_ojAsXfNKA2%26authtoken%3deyJhbGciOiJSUzI1NiIsImtpZCI6IlloyeTkxSDI2NlF7cTc1DzEE5miWjhbLhhYOGXQU9lY5gf_51GXQQWJq3Y67VPxdyDXuNfBMbKSgllwaFzjMEncvGAR0jCQouruU8XTTh6P0IgbJuEW5o4!OA3P-7bhQr_N4dUg&anonymous&ep=mLinkFromTile) and schedule a time for your University Supervisor to observe you in the classroom. Make sure that you sign up for the same day as your partner and add your **school name, mentor teacher, and the room number** when signing up!!!
- Complete the scripted lesson plan (or the simple form if you previously passed the scripted lesson plan with at least 85% accuracy) and turn it in on Learning Suite at least 3 days prior to your observation so that it can be graded and returned to you before your observations so you have time to make any corrections. Email your professor and let them know that you turned it in and that it needs to be graded before your observation. Bring a copy of your corrected lesson plan with you and give a copy to your professor at the time of the observation.

Templates for scripted or simplified lesson plan:

Explicit Instruction Lesson Plan TEMPLATE.2020 3.0.docx [Download \(plugins/Upload/fileDownload.php?fileId=76f80260-K5tQ-0zLC-CnJQ-](#)

[C9be42d691ec&pubhash=hL3bZRHqtcG9eJOWoiNX\\_m9moWr5FL\\_slOPAArfoX48bAlz9ldh0lz1YzDUo3tMsCwYm7t4dg4mc](#)

Winter 2024 Explicit Instructional Lesson Plan Template [Download \(plugins/Upload/fileDownload.php?fileId=611711a6-6YnY-H62p-PXEC-](#)

[La68059e832c&pubhash=Fcyn4nmMV6iYZ98EAyv99fqdaTR7HCT5NN7MBwwwOqVGGabUGuvXB5eQnmvmwqDvE7phVF;](#)

Template for simplified lesson plan:

Student Teaching Explicit Instruction Lesson Plan Outline fillable.pdf [Download \(plugins/Upload/](#)

[fileDownload.php?fileId=034ce353-11hv-1njG-DsVq-BN278c728d43&pubhash=Gb4-](#)

[k43\\_9OXNQcpHEQ8CT7luGCQMxZy6mycm9OcX5QB2WClvDCEVCedzdbZcTk5mpaDliXRRqC0zuYY44P5BFQ==\)](#)

You will be graded based on the assignment rubric. If you have graduated to the simplified lesson plan, you will still need to make sure that all EI components are in your lesson plan, they just do not need to be



scripted.

### 1st Practicum Attendance Day 9

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Feb  
21

Due: Wednesday, Feb 21 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 1st Practicum Attendance Day 10

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Feb  
26

Due: Monday, Feb 26 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### Mid-Point Professional Teacher Behaviors Assignment

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Feb  
26

Due: Monday, Feb 26 at 11:59 pm

Each student should print out the attached "Mentored Teaching Experience Professional Teacher Behaviors" document and give it to your mentor teacher to fill out and sign.

Review it with your mentor teacher then upload a clear scan or photo of the signed document to Learning Suite.

Mentored Teaching Experience Professional Teacher Behaviors.docx [Download \(plugins/Upload/](#)

[fileDownload.php?fileId=370709bc-LQpV-sZQU-0QXY-](#)

[rda1ee8eebea&pubhash=Mlh4XJ0hA5dhmT9OfzJhpyrYq5eby\\_J05HoggGb3byOFIaH0KJCOOrKDynuSURIx4817HHDUirqj\\_b1](#)

### 1st Practicum Attendance Day 11

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Feb  
28

Due: Wednesday, Feb 28 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### In-Person Observation & Meeting

Feb

Due: Wednesday, Feb 28 at 11:59 pm

28

**Please complete the pre-observation assignment before completing this one.**

Please complete the following criteria for this assignment:

- Complete the in-person observation with your University Supervisor. Make sure to have a copy of your lesson plan to give to your professor. Data sheet(s) and all materials must be ready at the start of the lesson. The following rubric will be used to grade your observation. This rubric is closely aligned with the rubric that will be used during student teaching.

Explicit Instruction Observation - Practicum - Full Lesson.docx [Download \(plugins/Upload/fileDownload.php?fileId=fe17da9d-mNbl-A1sc-il5s-hZ492f4e207e&pubhash=USbZ-loCPZi7KKEekd4AZLyfxBO5e0HQVhNT-b7mjyKwPmG48ZILhXTHsW0Whb2tmXlmcHXu2BPKNhvIVQyF2g==\)](#)

- Meet with your professor right after the observation to discuss strengths and areas for improvement.
- Fill out the first question of the attached form prior to your meeting and observation. Make sure you hand the form to your supervisor before the observation begins. The remainder of the form can be filled out either during or after your meeting. Once completed, take a picture and turn it in on Learning Suite.

In-Person Observation & Meeting-6-8.docx [Download \(plugins/Upload/fileDownload.php?fileId=72d2eedd-sNk7-LQYp-abiz-a6975509452a&pubhash=yQGqEbygyQ65VJsn9AFRIFjKAMithjPhOM6X36lc\\_XF9euc1yoxOOMufBIOCfRtBcjui3rRlgtODgUE12aFrw==\)](#)

Points will be given for the following:

Filled Out Form Including Plan for Next Step - 5 points

Observation Based on Rubric (total points x2) - 36 points

**PPAT Task 3 - Reading Assignment**

Mar

04

Due: Monday, Mar 04 at 9:00 am

PPAT Reading Assignment:

- Read through PPAT Task 3 (both links)
- Write down at least two questions that you have
- Write down at least two things that you learned
- Turn in your questions and what you learned into Learning Suite
- Come prepared to discuss PPAT task 3 and ask your questions for next class

1 points will be given for each questions and for what you learned for a total of 4 points.

PPAT Task 3 Link (<https://www.ets.org/ppat/test-takers/resources.html>)

- Scroll down until you see PPAT Assessment Candidate and Educator Handbook. Open up the PDF and read through all of Task 3.

PPAT Task 3 Requirements (<https://www.ets.org/pdfs/ppat/ppat-task-3-requirements.pdf>)Library of Examples for the PPAT Assessment (<https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c>)**Email Mentor Teacher - 2nd Practicum Site**

Mar

04

Due: Monday, Mar 04 at 11:59 pm

Together with your partner, email your 2nd mentor teacher and introduce yourselves. Individually take a

screenshot of your shared email and turn it in on Learning Suite for each of you.

Emails Components:

- Include a subject line stating the purpose of the email. It should be short and specific. (e.g., Practicum Student)
- Address the mentor teacher by his or her last name. (e.g., Mrs. Smith)
- Give a pleasantry or short greeting
- State the reason for writing the email (e.g., new practicum student) and identify who you and your practicum partner are
- Tell the mentor teacher a little bit about yourself
- Add anything else that you feel is pertinent
- Thank your mentor teacher for giving you the opportunity to be in their class
- Give a short sign off

.5 points will be given for each component that is included in your email for a total of 4 points.

### BYU Class Attendance Day 4

Mar  
04

Due: Monday, Mar 04 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 9:00 to 12:00 and were there on time.

### 2nd Practicum Attendance Day 1

Mar  
06

Due: Wednesday, Mar 06 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 2nd Practicum Attendance Day 2

Mar  
11

Due: Monday, Mar 11 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### Confidentiality Agreement - 2nd Practicum Site

Mar  
11

Due: Monday, Mar 11 at 11:59 pm

Complete the 2nd confidentiality agreement with your mentor teacher the first day of your 2nd practicum.

CONFIDENTIALITY AGREEMENT [Download \(plugins/Upload/fileDownload.php?fileId=0d33fad2-Xlkz-ie7R-52M9-W6c69ce16853&nuhshash=RCkGTs-FnimR75uI5I.LI9in7eni1n3bM7WPohFiRXE7-](#)

<https://learningsuite.byu.edu/view/vFhU28sUMlka.html#instructorInfor...>  
YBFvZN6y1JV8XYw3uwTUvUgPsvx2yKv\_hQ5RRkvIZ6Q==)

After it has been signed, turn it in to Learning Suite by scanning or taking a picture of the document.

### 2nd Practicum Attendance Day 3

Mar  
13

Due: Wednesday, Mar 13 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### Teaching Video #1 - Lesson Plan

Mar  
13

Due: Wednesday, Mar 13 at 11:59 pm

Submit a simplified or scripted Explicit Instruction lesson plan for a whole class. Submit your lesson plan through Learning Suite. You must pass your first lesson with at least 85% accuracy to move on to the simplified lesson plan template.

You can use one of the templates below or create a PowerPoint lesson that has all of the parts of Explicit Instruction included in it. You may also create your own lesson plan template as long as it includes all parts of the EI lesson that you have been taught.

Note: The simplified lesson plan must still include all parts of the lesson, just not fully scripted. You also do not need to fill out the student response for the simplified lesson plan.

[Templates for scripted or simplified lesson plan:](#)

Explicit Instruction Lesson Plan TEMPLATE.2020 3.0.docx [Download \(plugins/Upload/fileDownload.php?fileId=76f80260-K5tQ-0zLC-CnJQ-](#)

[C9be42d691ec&pubhash=hL3bZRHqtcG9eJOWoiNX\\_m9moWr5FL\\_slOPAArfoX48bAlz9ldh0lz1YzDUo3tMsCwYm7t4dg4mc](#)

Winter 2024 Explicit Instructional Lesson Plan Template [Download \(plugins/Upload/fileDownload.php?](#)

[fileId=611711a6-6YnY-H62p-PXEC-](#)

[La68059e832c&pubhash=Fcyn4nmMV6iYZ98EAyv99fqdaTR7HCT5NN7MBwwwOqVGGabUGuvXB5eQnmvmwqDvE7phVFq](#)

You will be graded based on the following rubric. If you have graduated to the simplified lesson plan, you will still need to make sure that all EI components are in your lesson plan, they just do not need to be scripted.

EI Lesson Plan Rubric [Download \(plugins/Upload/fileDownload.php?fileId=16320c76-qj6b-ocEu-NOjS-](#)

[r195159fbb9b&pubhash=vXeDj\\_bf1WAvxr6Wakb24HKh8SmiUmOMJFC4R3phN6DG8KbUz684tsTayK1G7rMfZbUQdEj2U2-Ufl2Pc2gEsQ==\)](#)

### 2nd Practicum Attendance Day 4

Mar  
18

Due: Monday, Mar 18 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

## 2nd Practicum Attendance Day 5

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**Mar**  
**20**

Due: Wednesday, Mar 20 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### PPAT Task 3 - Practice Assignment

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**Mar**  
**25**

Due: Monday, Mar 25 at 11:59 pm

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The purpose of this assignment is not to complete the entire PPAT Task 3 with in-depth analysis and full requirements of the assessment. It is to simply get you thinking about the different parts of the assessment and help you cross that bridge and more effectively prepare for the final assessment when you student teach.

In this task, you will practice demonstrating your ability to develop instruction, including the use of technology to facilitate student learning.

Below are the requirements for this assignment:

- Write down in a simplified form in your own words each part of task 3 and what each assignment entails. Include the following:
  - Step 1: Planning the Lesson
    - Activity, Textbox 3.1.1, Guiding Prompts, Artifact
    - Textbox 3.1.2, Guiding Prompts
    - Textbox 3.1.3, Guiding Prompts
    - Textbox 3.1.4, Guiding Prompts
  - Step 2: The Focus Students
    - Textbox 3.2.1, Guiding Prompts, Artifacts
  - Step 3: Analyzing the Instruction
    - Textbox 3.3.1, Activity, Guiding Prompts, Artifact
    - Textbox 3.3.2, Guiding Prompts, Artifacts
  - Step 4: Reflecting
    - Textbox 3.4.1, Activity, Guiding Prompts
    - Textbox 3.4.2, Guiding Prompts
- Give one examples of how you might complete each part.
- Write down any questions you have or vocabulary you didn't understand to discuss for the next on campus class.

Library of Examples for the PPAT Assessment (<https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c>)

## 2nd Practicum Attendance Day 6

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**Mar**  
**25**

Due: Monday, Mar 25 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

## 2nd Practicum Attendance Day 7

Mar  
27

Due: Wednesday, Mar 27 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

## Teaching Video 1 - Explicit Instruction

Mar  
27

Due: Wednesday, Mar 27 at 11:59 pm

You will record and submit (on GoReact) a teaching video of a full Explicit Instruction lesson (5-30 minutes) in your Mentored Teaching Experience setting. This will be a lesson for a whole class. The full lesson will be graded for this assignment.

You need to mark on your video (using markers) the start of the Opening, Modeling, Check for Understanding, Guided Practice, Check, Independent Practice, and Closing. You also need to mark your positive praises and your opportunities to respond. (Your video will not be graded until these marks are inserted.)

Make sure to attach the updated lesson plan after making corrections to it along with your video recording of the lesson to GoReact for your 1st EI Video Teaching assignment.

See rubric on GoReact for grading purposes.

## PPAT Task 4 - Reading Assignment

Apr  
01

Due: Monday, Apr 01 at 9:00 am

PPAT Reading Assignment:

- Read through PPAT Task 4 (both links)
- Write down at least two questions that you have
- Write down at least two things that you learned
- Turn in your questions and what you learned into Learning Suite
- Come prepared to discuss PPAT task 4 and ask your questions for next class

1 points will be given for each questions and for what you learned for a total of 4 points.

PPAT Task 4 Link (<https://www.ets.org/ppat/test-takers/resources.html>)

- Scroll down until you see PPAT Assessment Candidate and Educator Handbook. Open up the PDF and read through all of Task 4.

PPAT Task 4 Requirements (<https://www.ets.org/pdfs/ppat/ppat-task-4-requirements.pdf>)

PPAT-task Overview-4-doc.pdf Download ([https://learningsuite.byu.edu/plugins/Upload/fileDownload.php?](https://learningsuite.byu.edu/plugins/Upload/fileDownload.php?fileId=10169d02-7XMm-3era-ceGC-)

[fileId=10169d02-7XMm-3era-ceGC-](https://learningsuite.byu.edu/plugins/Upload/fileDownload.php?fileId=10169d02-7XMm-3era-ceGC-)

[Ow5ae7ae4c43&pubhash=InfqJgtYmRrFuBI3w79WvclqmWeEcUCq4QVsJ8u6ryhQA\\_gcm3vkjxJJSBFsGEF16Hn\\_VVeDfjbndVKn3Emr](https://learningsuite.byu.edu/plugins/Upload/fileDownload.php?fileId=10169d02-7XMm-3era-ceGC-Ow5ae7ae4c43&pubhash=InfqJgtYmRrFuBI3w79WvclqmWeEcUCq4QVsJ8u6ryhQA_gcm3vkjxJJSBFsGEF16Hn_VVeDfjbndVKn3Emr)

Library of Examples for the PPAT Assessment (<https://www.ets.org/ppat/test-takers/tasks/library->

<https://www.ets.org/ppat/test-takers/tasks/library->

[examples.ntmi#accordion-3c24t469DU-item-etuacd8cbc](#)

### BYU Class Attendance Day 5

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Apr  
01

Due: Monday, Apr 01 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 9:00 to 12:00 and were there on time.

### 2nd Practicum Attendance Day 8

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Apr  
03

Due: Wednesday, Apr 03 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 2nd Practicum Attendance Day 9

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Apr  
08

Due: Monday, Apr 08 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### 2nd Practicum Attendance Day 10

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Apr  
10

Due: Wednesday, Apr 10 at 11:59 pm

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Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

### EDA

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Apr  
10

Due: Wednesday, Apr 10 at 11:59 pm

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[BYU EDA Website Link \(https://epp.byu.edu/eda\)](https://epp.byu.edu/eda)

To find out more information about the EDA, click the link above.

Print the EDA rubric and give it to your mentor teacher. Review the EDA with your mentor teacher monthly and make goals to address areas of concern. Have your mentor teacher complete the EDA evaluation near the end of your placement based on your current levels of expertise. Take a picture of the filled out EDA form

the end of your placement based on your current levels of expertise. Take a picture of the filled out EDA form and submit it through Learning Suite. You will need to have all of the forms turned in to Learning Suite so that we can see how you were graded in each area.

The points you receive for this assignment will be the score your mentor teacher gives you on the assessment divided by two (e.g., a score of 44 will receive 22 points.)

2 indicates no concerns

1 indicates a developing area that can use improvement

0 indicates an area that needs improvement

You must receive a 43/54 on the final EDA to pass the practicum experience. You also cannot have any area lower than a 1. After dividing the score by 2, 22 is the maximum number of points possible for this assignment, even if you score higher than this.

eda-rubric-2019-2020.pdf [Download \(plugins/Upload/fileDownload.php?fileId=ba93206c-5EXz-g8Bq-R0li-RSf2919bb6e1&pubhash=X73L0NizVckoX63T7qWKLYkcP\\_c4HzU2GQ1jI9O2ZnjdCdHmHtHGGA4zpO6\\_nXHooFOK2M7DS](#)

## PAES

Apr  
10

Due: Wednesday, Apr 10 at 11:59 pm

### Information about the PAES (From BYU EPP website)

#### **BYU PAES Website Link (<https://epp.byu.edu/paes>)**

The PAES is a holistic evaluation system designed to evaluate teacher candidates' performance across multiple clinical experiences (i.e., practicum, student teaching, internship). The PAES is intended to evaluate candidates' growth from the beginning of their teacher preparation program through student teaching and graduation. The PAES measures candidates' knowledge, skills, and professional dispositions across the ten Utah Effective Teaching Standards (UETS) using a four point Likert-scale: Not Effective (0), Beginning (1), Developing (2), and Preservice Effective (3) and two professionalism items using a dichotomous scale of Yes/No. The system asks evaluators to complete both formative assessments and summative evaluations on candidates' performance while mentoring and coaching them to ensure they are prepared to enter the classroom as a first-year teacher. The PAES is much more than an observation instrument, it is a comprehensive tool for gathering evidence of candidates' ability to put into practice all the knowledge, skills, and dispositions acquired during their preparation to be a classroom teacher, while providing mentor teachers and university supervisors diagnostic information for mentoring and coaching candidates.

Print the PAES rubric (link below) and give it to your mentor teacher. Review the PAES with your mentor teacher monthly and make goals to address areas of concern. Near the end of your placement have your mentor teacher complete the PAES assessment and take a picture and submit it through Learning Suite. You will need to have all of the forms turned in to Learning Suite so that we can see how you were graded in each area.

Scores range from 0 (not effective) to 3 (preservice effective). A score of 1 is "Beginning" and 2 is "Developing". Candidates are expected to show an average proficiency at the Developing (2) level (though a student may be marked higher than Developing (2) in certain areas). The passing score will be based on 80% of the expected points. Thus, you could score a 0 or 1 in one or more areas as long as you make up the difference in points in other areas.

To pass the PAES, the following criteria must be met:

- Items 1.1 to 9.2 (20 items): 80% (32 out of 40).
- Items 10.1 and 10.2: must have "Yes" in both.

The points you receive for this assignment will be the score your mentor teacher gives you on the assessment divided by 2 (e.g., a score of 34 will receive 17 points for this assignment). The maximum number of points you can receive for this assignment is still 20, even if your total scores surpass this.

PAES for Practicum.pdf [Download \(plugins/Upload/fileDownload.php?fileId=ec6ac24b-ollr-xI5D-V6YL-j3c9ee8de19e&pubhash=04Mw1Qolr607CvAHRcGUhEi8rEjpUVZFCfxzcEgyJtVXiT6ez6gEBGO9e\\_nRDk2MQ4jd5DgCXq1c](#)

### 2nd Practicum Attendance Day 11

Apr  
15

Due: Monday, Apr 15 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from



8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

#### PPAT Task 4 - Practice Assignment

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Apr  
15

Due: Monday, Apr 15 at 11:59 pm

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The purpose of this assignment is not to complete the entire PPAT Task 4 with in-depth analysis and full requirements of the assessment. It is to simply get you thinking about the different parts of the assessment and help you cross that bridge and more effectively prepare for the final assessment when you student teach.

In this task, you will practice demonstrating your ability to plan and implement a lesson using standards-based instruction. You will also show how you are able to adjust instruction for the whole class as well as for individual students within the class. Finally, you will demonstrate an understanding of reflective practice.

Below are the requirements for this assignment:

- Write down in a simplified form in your own words each part of task 4 and what each assignment entails. Include the following:
  - Step 1: Planning
    - Activity, Textbox 4.1.1, Guiding Prompts, Artifacts
    - Textbox 4.1.2, Guiding Prompts
    - Textbox 4.1.3, Guiding Prompts
  - Step 2: Implementing the Plan
    - Activity, Textbox 4.2.1, Guiding Prompts
    - Textbox 4.2.2, Guiding Prompts
    - Textbox 4.2.3, Guiding Prompts
  - Step 3: Understanding the 2 Focus Students
    - Activity, Textbox 4.3.1, Guiding Prompts, Artifacts
  - Step 4: Reflecting
    - Activity, Textbox 4.4.1, Guiding Prompts
    - Textbox 4.4.2, Guiding Prompts, Artifacts
  - Step 5: Uploading the Video
    - Activity
- Give one examples of how you might complete each part.
- Write down any questions you have or vocabulary you didn't understand to discuss for the next on campus class.

[Library of Examples for the PPAT Assessment \(https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c\)](https://www.ets.org/ppat/test-takers/tasks/library-examples.html#accordion-3c24f469b0-item-ef0acd8c6c)

#### IEP Meeting Observation

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Apr  
15

Due: Monday, Apr 15 at 11:59 pm

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Read through the article (link below) on the IEP meeting checklist for case managers before attending an IEP

meeting at your practicum site.

Write down 5 things you learned from the article that can help you be prepared for an IEP meeting and/or that

you would want to make sure is included in your future IEP meetings. (5 points)

After observing an IEP meeting at your practicum site, write a 1-2 page reflection on what you saw and whether or not the IEP team met the criteria listed in the article. Include areas that might have been missed and how that might have changed the overall meeting. Include any insights that might assist your future IEP meetings. Finally, include if all member of the IEP team were there for the entire meeting. If they weren't, explain why they were excused. (10 points)

[IEP Meeting Checklist for Case Managers \(https://spedtrack.com/iep-meeting-checklist-for-case-managers-what-you-should-prepare-for/\)](https://spedtrack.com/iep-meeting-checklist-for-case-managers-what-you-should-prepare-for/)

## 2nd Practicum Attendance Day 12

Apr  
17

Due: Wednesday, Apr 17 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended practicum from 8:00 to 11:30 and were there on time.

If you are late to practicum or leave early, submit that on learning suite. *You will only receive 1 point for that day.*

NOTE: You are required to attend every scheduled practicum day. If you cannot attend due to sickness or other emergency, you must make up the attendance hours at another unscheduled time. (When submitting any unscheduled time on Learning Suite, please indicate both the new day/time you are submitting and the original time you are making up for.)

## Complete Student Ratings for CPSE 446/447

Apr  
17

Due: Wednesday, Apr 17 at 11:59 pm

Student Evaluations of Instructors - go to <https://studentratings.byu.edu/> (<https://studentratings.byu.edu/>)

Your comments are anonymous so feel free to be candid. Just write "done" or "complete" in the comments in this assignment in Learning Suite after you finish the evaluation.

## Placement and Mentor Teacher Survey

Apr  
17

Due: Wednesday, Apr 17 at 11:59 pm

We would love to hear your honest thoughts about your mentor teacher and your practicum placement! This helps us make the best decisions for you and future practicum students. Your comments are anonymous so feel free to be candid.

Please go to the following URL to take the Mentor Teacher and Placement Survey:

[https://byu.az1.qualtrics.com/jfe/form/SV\\_aa8iZKWWZy5BvIX](https://byu.az1.qualtrics.com/jfe/form/SV_aa8iZKWWZy5BvIX) ([https://byu.az1.qualtrics.com/jfe/form/SV\\_aa8iZKWWZy5BvIX](https://byu.az1.qualtrics.com/jfe/form/SV_aa8iZKWWZy5BvIX))

**Password:** BYU

Just write "done" or "complete" in the comments in this assignment in Learning Suite after you finish the evaluation to receive credit.

## Personal Summary of Practicum Experience

Apr  
22

Due: Monday, Apr 22 at 10:00 am

Please write up at least a two page summary of your learning from your experiences in your practicum setting. The following questions might prompt you to make this meaningful:

- What ways did you see growth as a teacher?
- Do you still feel that teaching in a special education is a good fit for you?
- What do you still need to learn or improve in your teaching experience?

- Why do you think practical/classroom experience is important along with learning knowledge and skills?
- Did you meet your goal for this semester?
- Do you feel reedy to tackle Student Teaching?

Please come prepared to share your thoughts on our final meeting day.  
Turn in your reflection on Learning Suite.

### BYU Class Attendance Day 6

Apr  
22

Due: Monday, Apr 22 at 11:59 pm

Submit the assignment in Learning Suite by typing in the submission notes that you attended the meeting from 9:00 to 12:00 and were there on time.

## University Policies

### Honor Code

In keeping with the principles of the BYU Honor Code, students are expected to be honest in all of their academic work. Academic honesty means, most fundamentally, that any work you present as your own must in fact be your own work and not that of another. Violations of this principle may result in a failing grade in the course and additional disciplinary action by the university. Students are also expected to adhere to the Dress and Grooming Standards. Adherence demonstrates respect for yourself and others and ensures an effective learning and working environment. It is the university's expectation, and every instructor's expectation in class, that each student will abide by all Honor Code standards. Please call the Honor Code Office at 422-2847 if you have questions about those standards.

### Practicum Policies

See practicum handbook for policies.

### Preventing Sexual Misconduct

*The health and well-being of students is of paramount importance at Brigham Young University. If you or someone you know has experienced sexual harassment (including sexual violence), there are many resources available for assistance.*

In accordance with Title IX of the Education Amendments of 1972, BYU prohibits unlawful sex discrimination, including sexual harassment, against any participant in its education programs or activities. The university also prohibits sexual harassment by its personnel and students. Sexual harassment occurs when

- a person is subjected to unwelcome sexual speech or conduct so severe, pervasive, and offensive that it effectively denies their ability to access any BYU education program or activity;
- any aid, benefit, or service of BYU is conditioned on a person's participation in unwelcome sexual conduct; or
- a person suffers sexual assault, dating violence, domestic violence, or stalking on the basis of sex.

University policy requires all faculty members to promptly report incidents of sexual harassment that come to their attention in any way, including through face-to-face conversations, a written class assignment or paper, class discussion, email, text, or social media post. Incidents of sexual harassment should be reported to the Title IX Coordinator at [t9coordinator@byu.edu](mailto:t9coordinator@byu.edu) or (801) 422-8692 or 1085 WSC. Reports may also be submitted online at <https://titleix.byu.edu/report> (<https://titleix.byu.edu/report>) or 1-888-238-1062 (24-hours a day).

BYU offers confidential resources for those affected by sexual harassment, including the university's Sexual Assault Survivor Advocate, as well as a number of non-confidential resources and services that may be helpful. Additional information about Title IX, the university's Sexual Harassment Policy, reporting requirements, and resources can be found at <http://titleix.byu.edu> (<http://titleix.byu.edu>) or by contacting the university's Title IX Coordinator.

### Student Disability

Brigham Young University is committed to providing a working and learning atmosphere that reasonably accommodates qualified persons with disabilities. A disability is a physical or mental impairment that

substantially limits one or more major life activities. Whether an impairment is substantially limiting depends on its nature and severity, its duration or expected duration, and its permanent or expected permanent or long-term impact. Examples include vision or hearing impairments, physical disabilities, chronic illnesses, emotional disorders (e.g., depression, anxiety), learning disorders, and attention disorders (e.g., ADHD). If you have a disability which impairs your ability to complete this course successfully, please contact the University Accessibility Center (UAC), 2170 WSC or 801-422-2767 to request a reasonable accommodation. The UAC can also assess students for learning, attention, and emotional concerns. If you feel you have been unlawfully discriminated against on the basis of disability, please contact the Equal Opportunity Office at 801-422-5895, [eo\\_manager@byu.edu](mailto:eo_manager@byu.edu), or visit <https://hrs.byu.edu/equal-opportunity> (<https://hrs.byu.edu/equal-opportunity>) for help.

### **Academic Honesty**

The first injunction of the Honor Code is the call to "be honest." Students come to the university not only to improve their minds, gain knowledge, and develop skills that will assist them in their life's work, but also to build character. "President David O. McKay taught that character is the highest aim of education" (The Aims of a BYU Education, p.6). It is the purpose of the BYU Academic Honesty Policy to assist in fulfilling that aim. BYU students should seek to be totally honest in their dealings with others. They should complete their own work and be evaluated based upon that work. They should avoid academic dishonesty and misconduct in all its forms, including but not limited to plagiarism, fabrication or falsification, cheating, and other academic misconduct.

### **Devotional Attendance**

Brigham Young University's devotional and forum assemblies are an important part of your BYU experience. President Cecil O. Samuelson said, "We have special and enlightening series of devotional and forum assemblies...that will complement, supplement, and enrich what will also be a very productive period in your classrooms, laboratories, and libraries. We look forward to being with you each Tuesday...and hope that you will regularly attend and bring your friends and associates with you...A large part of what constitutes the unique 'BYU experience' is found in these gatherings where the Spirit has been invited and where we have the opportunity to discuss and consider things of ultimate worth and importance that are not afforded to the academic community on almost any other campus" (from the address "The Legacy of Learning", 30 August, 2005). Your attendance at each forum and devotional is strongly encouraged.

### **Diversity and Inclusion in the Classroom**

"Because we feel the depth of God's love for His children, we care deeply about every child of God, regardless of age, personal circumstances, gender, sexual orientation, or other unique challenges" (President Russell M. Nelson, "The Love and Laws of God," September 2019). As a university community we strive to foster an educational environment that promotes the personal dignity of every student and accept individual responsibility to eliminate racism, sexism, and nationalism. Our course participation reflects our understanding that every individual is a child of Heavenly Parents. We create learning environments in which every individual is motivated to express their opinions and perspectives and ask questions to augment discussions and learning. We listen to, learn from, and strive to consider thoughtfully the opinions of others. We use language that is polite, considerate, and courteous—even when we strongly disagree.

### **Mental Health**

Mental health concerns and stressful life events can affect students' academic performance and quality of life. BYU Counseling and Psychological Services (CAPS, 1500 WSC, 801-422-3035, [caps.byu.edu](https://caps.byu.edu)) provides individual, couples, and group counseling, as well as stress management services. These services are confidential and are provided by the university at no cost for full-time students. For general information please visit <https://caps.byu.edu> (<https://caps.byu.edu>); for more immediate concerns please visit <http://help.byu.edu> (<http://help.byu.edu>).

### **Plagiarism**

Intentional plagiarism is a form of intellectual theft that violates widely recognized principles of academic integrity as well as the Honor Code. Such plagiarism may subject the student to appropriate disciplinary action administered through the university Honor Code Office, in addition to academic sanctions that may be applied by an instructor. Inadvertent plagiarism, which may not be a violation of the Honor Code, is nevertheless a form of intellectual carelessness that is unacceptable in the academic community. Plagiarism of any kind is

completely contrary to the established practices of higher education where all members of the university are expected to acknowledge the original intellectual work of others that is included in their own work. In some

cases, plagiarism may also involve violations of copyright law. **Intentional Plagiarism**-Intentional plagiarism is the deliberate act of representing the words, ideas, or data of another as one's own without providing proper attribution to the author through quotation, reference, or footnote. **Inadvertent Plagiarism**-Inadvertent plagiarism involves the inappropriate, but non-deliberate, use of another's words, ideas, or data without proper attribution. Inadvertent plagiarism usually results from an ignorant failure to follow established rules for documenting sources or from simply not being sufficiently careful in research and writing. Although not a violation of the Honor Code, inadvertent plagiarism is a form of academic misconduct for which an instructor can impose appropriate academic sanctions. Students who are in doubt as to whether they are providing proper attribution have the responsibility to consult with their instructor and obtain guidance. Examples of plagiarism include: **Direct Plagiarism**-The verbatim copying of an original source without acknowledging the source. **Paraphrased Plagiarism**-The paraphrasing, without acknowledgement, of ideas from another that the reader might mistake for the author's own. **Plagiarism Mosaic**-The borrowing of words, ideas, or data from an original source and blending this original material with one's own without acknowledging the source. **Insufficient Acknowledgement**-The partial or incomplete attribution of words, ideas, or data from an original source. Plagiarism may occur with respect to unpublished as well as published material. Copying another student's work and submitting it as one's own individual work without proper attribution is a serious form of plagiarism.

### Respectful Environment

"Sadly, from time to time, we do hear reports of those who are at best insensitive and at worst insulting in their comments to and about others... We hear derogatory and sometimes even defamatory comments about those with different political, athletic, or ethnic views or experiences. Such behavior is completely out of place at BYU, and I enlist the aid of all to monitor carefully and, if necessary, correct any such that might occur here, however inadvertent or unintentional. "I worry particularly about demeaning comments made about the career or major choices of women or men either directly or about members of the BYU community generally. We must remember that personal agency is a fundamental principle and that none of us has the right or option to criticize the lawful choices of another." President Cecil O. Samuelson, Annual University Conference, August 24, 2010 "Occasionally, we ... hear reports that our female faculty feel disrespected, especially by students, for choosing to work at BYU, even though each one has been approved by the BYU Board of Trustees. Brothers and sisters, these things ought not to be. Not here. Not at a university that shares a constitution with the School of the Prophets." Vice President John S. Tanner, Annual University Conference, August 24, 2010

### Schedule

Date	Practicum Schedule	Assignments Due
Week 1		
M Jan 08 Monday	<p><b>Start of Classes</b></p> <p><b>Meet on BYU Campus from 10:00 am to 12:00 pm (RM 185)</b></p> <ul style="list-style-type: none"> <li>• <b>Remember Your Purpose: The "Why"</b></li> <li>• <b>What do you think this Secondary Placement will look like?</b></li> <li>• <b>Review Mentor Teaching Handbook &amp; Expectations</b></li> <li>• <b>Review Assignments</b></li> <li>• <b>Exit Ticket: How can we best help you this semester?</b></li> </ul>	<p><b>BYU Class Attendance Day 1</b></p>

W Jan 10 Wednesday	<p><b>Meet on BYU Campus from 9:00 am to 12:00 pm (Rm 185)</b></p> <ul style="list-style-type: none"> <li>• Overview of PPAT</li> <li>• Review PPAT Task 1 <ul style="list-style-type: none"> <li>◦ Student Teacher Guest (Leah Tullis): Review PPAT Task 1</li> <li>◦ Review Assignment for PPAT Task 1</li> <li>◦ Any Further Questions</li> </ul> </li> <li>• Review Placements</li> <li>• Exit Ticket: Goal for the semester</li> </ul>	<p><b>BYU Class Attendance Day 2</b></p> <p><b>Email Mentor Teacher - 1st Practicum Site</b></p> <p><b>PPAT Task 1 - Reading Assignment</b></p>
Week 2		
M Jan 15 Monday	<p><b>Martin Luther King Jr Day</b></p> <p><b>No Practicum!!</b></p>	
W Jan 17 Wednesday	<p><b>First Day at 1st Practicum Site!!</b></p> <p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>1st Practicum Attendance Day 1</b></p>
Week 3		
M Jan 22 Monday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>1st Practicum Attendance Day 2</b></p> <p><b>Confidentiality Agreement - 1st Practicum Site</b></p>
W Jan 24 Wednesday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>1st Practicum Attendance Day 3</b></p> <p><b>PPAT Task 1 - Practice Assignment</b></p>
Week 4		
M Jan 29 Monday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>1st Practicum Attendance Day 4</b></p>
W Jan 31 Wednesday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>1st Practicum Attendance Day 5</b></p>
Week 5		

M Feb 05 Monday	<p><b>Meet on BYU Campus from 9:00 am to 12:00 pm (Rm 185)</b></p> <ul style="list-style-type: none"> <li>• Review Questions for PPAT Task 1</li> <li>• Review PPAT Task 2 <ul style="list-style-type: none"> <li>◦ Student Teacher Guest (Leah Tullis): Review PPAT Task 2</li> <li>◦ Review Assignment for PPAT Task 2</li> <li>◦ Any Further Questions</li> </ul> </li> <li>• Check-in: How is it Going at Your Practicum Sites?</li> <li>• Review Assignments</li> </ul>	<p><b>BYU Class Attendance Day 3</b>  <b>PPAT Task 2 - Reading Assignment</b></p>
W Feb 07 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>1st Practicum Attendance Day 6</b>
Week 6		
M Feb 12 Monday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>1st Practicum Attendance Day 7</b>
W Feb 14 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>1st Practicum Attendance Day 8</b> <b>PPAT Task 2 - Practice Assignment</b>
Week 7		
M Feb 19 Monday	<b>Presidents Day</b> <b>NO PRACTICUM!!</b>	
T Feb 20 Tuesday	<b>Monday Instruction</b>	
W Feb 21 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>1st Practicum Attendance Day 9</b> <b>Pre-Observation Assignment</b>
Week 8		
M Feb 26 Monday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>Mid-Point Professional Teacher Behaviors Assignment</b> <b>1st Practicum Attendance Day 10</b>
W Feb 28 Wednesday	<p><b>Last day at your 1st Practicum Site!!</b></p> <p><b>*Be sure to wrap up your assignments and say thank you to your mentor teacher!</b></p>	<b>In-Person Observation &amp; Meeting</b> <b>1st Practicum Attendance Day 11</b>
Week 9		

M Mar 04 Monday	<p><b>Meet on BYU Campus from 9:00 am to 12:00 pm (Rm 185)</b></p> <ul style="list-style-type: none"> <li>• Review Questions for PPAT Task 2</li> <li>• Review PPAT Task 3 <ul style="list-style-type: none"> <li>◦ Student Teacher Guest (Katilynn Crook): Review PPAT Task 3</li> <li>◦ Review Assignment for PPAT Task 3</li> <li>◦ Any Further Questions</li> </ul> </li> <li>• Questions About New Practicum Site</li> <li>• Review Assignments</li> </ul> <p>Zoom Link for Today's Class!  <a href="https://byu.zoom.us/j/91616043484?pwd=Zkhrc1VOHJZS9OSIF5N1RkciszZz09">https://byu.zoom.us/j/91616043484?pwd=Zkhrc1VOHJZS9OSIF5N1RkciszZz09</a></p> <p>Meeting ID: 916 1604 3484  Passcode: 675765</p> <p>One tap mobile  <a href="tel:+13462487799">+13462487799</a>, <a href="tel:+13462487799">91616043484#</a> US (Houston)  <a href="tel:+16694449171">+16694449171</a>, <a href="tel:+16694449171">91616043484#</a> US</p> <ul style="list-style-type: none"> <li>• Day 4 On Campus Practicum Meeting PowerPoint <a href="#">Download</a></li> <li>• PPAT Task 3 pdf <a href="#">Download</a></li> <li>• PPAT Task 3 Video <a href="#">Download</a></li> <li>• PPAT Step 3.pdf <a href="#">Download</a></li> </ul>	<p><b>Email Mentor Teacher - 2nd Practicum Site</b>  <b>BYU Class Attendance Day 4</b>  <b>PPAT Task 3 - Reading Assignment</b></p>
W Mar 06 Wednesday	<p><b>First day at your 2nd Practicum Site!!</b>  <b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>2nd Practicum Attendance Day 1</b></p>
Week 10		
M Mar 11 Monday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>Confidentiality Agreement - 2nd Practicum Site</b>  <b>2nd Practicum Attendance Day 2</b></p>
W Mar 13 Wednesday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>2nd Practicum Attendance Day 3</b>  <b>Teaching Video #1 - Lesson Plan</b></p>
Week 11		
M Mar 18 Monday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>2nd Practicum Attendance Day 4</b></p>
W Mar 20 Wednesday	<p><b>Practicum Site: 8:00 am - 11:30 am</b></p>	<p><b>2nd Practicum Attendance Day 5</b></p>



Week 12		
M Mar 25 Monday	<b>Practicum Site: 8:00 am - 11:30 am</b> <b>(Jordan District Spring Break: March 25th - 29th)</b>	<b>PPAT Task 3 - Practice Assignment</b> <b>2nd Practicum Attendance Day 6</b>
W Mar 27 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>Teaching Video 1 - Explicit Instruction</b> <b>2nd Practicum Attendance Day 7</b>
F Mar 29 Friday		
Week 13		
M Apr 01 Monday	<b>Meet on BYU Campus from 9:00 am to 12:00 pm (Rm 185)</b>  <ul style="list-style-type: none"> <li>• Review Questions for PPAT Task 3</li> <li>• Review PPAT Task 4 <ul style="list-style-type: none"> <li>◦ Student Teacher Guest (Katilynn Crook): Review PPAT Task 4</li> <li>◦ Review Assignment for PPAT Task 4</li> <li>◦ Any Further Questions</li> </ul> </li> <li>• Check in on How Things Are Going in Practicum Site</li> <li>• Review Assignments</li> </ul> <b>(Alpine, Nebo, Provo Districts Spring Break: April 1st - 5th)</b>	<b>PPAT Task 4 - Reading Assignment</b> <b>BYU Class Attendance Day 5</b>
W Apr 03 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>2nd Practicum Attendance Day 8</b>
Week 14		
M Apr 08 Monday	<b>Practicum Site: 8:00 am - 11:30 am</b> <b>(Wasatch District Spring Break: April 8th - 12th)</b>	<b>2nd Practicum Attendance Day 9</b>
W Apr 10 Wednesday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>EDA</b> <b>PAES</b> <b>2nd Practicum Attendance Day 10</b>
Week 15		
M Apr 15 Monday	<b>Practicum Site: 8:00 am - 11:30 am</b>	<b>IEP Meeting Observation</b> <b>2nd Practicum Attendance Day 11</b> <b>PPAT Task 4 - Practice Assignment</b>

W Apr 17 Wednesday	<b>Last Day of Class</b> <b>Last day at your 2nd Practicum Site!!!</b>  *Be sure to wrap up your assignments and say thank you to your mentor teacher!	<b>Placement and Mentor Teacher Survey</b> <b>Complete Student Ratings for CPSE 446/447</b> <b>2nd Practicum Attendance Day 12</b>
Week 16		
M Apr 22 Monday	<b>Final Exam Day</b>  <b>Finals Week!!!</b> <b>Instead of a final we will be meeting on campus to review your practicum experience and celebrate finishing up practicum. Our meeting will be from 8:30 to 10:00 am in MCKB 185 and we will have a breakfast potluck.</b>  <a href="#">Potluck Sign Up</a>	<b>BYU Class Attendance Day 6</b> <b>Personal Summary of Practicum Experience</b>