Preparation for Engineering Education Research to Practice Experience
EGS 6940 Section xxxx
Class Periods: Tuesday, period 7
Location: TBD
Academic Term: Fall 2022

Instructor:
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Office Hours TBD

Teaching Assistant/Peer Mentor/Supervised Teaching Student: None

Course Description
Preparation for the research to practice experience in engineering education. The research to practice experience implements a practical work experience in engineering education under pre-approved supervision. The preparation course is used to develop a research-based plan and create the content that will be implemented during the practicum with the student's chosen practicum supervisor. (1 credit)

Course Pre-Requisites / Co-Requisites
None

Course Objectives
The student outcomes will be specific to each student based on the practicum experience the student is pursuing. The pre-practicum is designed to provide the student with time to develop the material needed for the practicum and establish communication with the practicum supervisor.

During the pre-practicum course students will
- Develop a novel industry, advising, or teaching practice that is based on research to implement during the research to practice experience.
- Create the content including the assessment methods needed to implement the practice.
- Constructively critique other innovative ideas through peer evaluation.

Materials and Supply Fees
None

Required Textbooks and Software
The required reading is based on each student's topic area and will be assigned by their supervisor.

Recommended Materials
- None

Course Schedule

The course is unique to each individual student and will focus on the development of content and materials to apply their research interest to a practical scenario. The specifics of each assignment will be determined by each student's supervisor but will include the following benchmark assignments.

Week	Topic	Assignment
1	Vision plan for experience	Benchmark 1 – Vision Plan. The big picture vision for the practicum
2	Literature synthesis	Benchmark 2 – Literature Synthesis. Synthesize a minimum of 4 articles relevant to practicum topic
3	Revise vision	
4	Goals, objectives, outcomes	Benchmark 3 – Submit goals, objectives, and outcomes that align with the vision plan
5	Peer review of goals, objectives, outcomes	Benchmark 4 – Peer Review. Use the provided rubric to review two other vision plans
6	Revise goals, objectives, outcomes	
7	Content creation	
8	Content creation – individual meeting with supervisor	
9	Content creation	
10	Content creation – individual meeting with supervisor	
11	Content creation	
12	Content creation – individual meeting with supervisor	Benchmark 5 – Submit a portfolio of the content created for practicum.
13	Peer review of content	Benchmark 6 – Peer review. Use the provided rubric to review one other portfolio
14	Revise content	
15	Final presentation of practicum design	Benchmark 7 – Final Presentation to practicum supervisor and other relevant parties.

Attendance Policy, Class Expectations, and Make-Up Policy
This course is interactive so attendance in expected. Excused absences must be in compliance with university policies in the Graduate Catalog (http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#attendance) and require appropriate documentation.

Evaluation of Grades

Assignment	Total Points	Percentage of Final Grade
Vision Plan	50	5%
Literature Synthesis	50	5%
Goals, Objectives, and Outcomes	100	10%
Peer Reviews (2)	50 each	10%
Content creation	500	50%
Final Presentation	200	20%
Total		**100%**

Content creation
This course is designed to develop the content needed for the research to practice experience semester. This includes documents, assignments, assessments, feedback methods, etc. – all the content that will be required to

have a successful experience during the research to practice experience semester with compliance and approval from your practicum supervisor.

Final Presentation
A 30-minute presentation overview of your research to practice experience vision, plan, and presentation of the content created.

Grading Policy
This class is graded S/U.

Grading Policy

Percent	Grade
80 - 100	S
0-79.9	U

*Failure to receive an S in this course will prevent you from moving on to the research to practice experience.

More information on UF grading policy may be found at:
http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#grades

Students Requiring Accommodations
Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting https://disability.ufl.edu/students/get-started/. It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

International Student Requirements

F-1 international students must be registered full time (9 credits in fall and spring semesters, each) in order to fulfill registration requirements of their visa. In addition, international students may take a maximum of 3 credits of 100% online credits per semester.

F-1 international Students: please read the following pertaining to:

- MAINTAINING F-1 STATUS
- REGISTRATION REQUIREMENTS
- EMPLOYMENT or TRAINING

International students have special requirements for EGS6949, Research to Practice Experience in Engineering Education. Please contact your international student advisor in the UFIC prior to engaging in any field experiences, training activities, employment, volunteering, etc. Field experiences/training activities may include and are not limited to: alternate work/study, internships, externships, shadowing, cooperative education, practicums, clerkships, clinicals, rotations, etc., whether required or optional, paid or unpaid/volunteer, part-time or full-time, on-campus or off-campus, on-site or remote.

If you hold an F-1 visa, you may be required to apply for Curricular Practical Training (CPT) in order to engage in any field experiences, training activities, employment, etc. Click on CPT to read the detailed information. If eligible, failure to apply for and obtain CPT authorization from your F-1 International Student Advisor to engage in the field experience/training activity or employment prior to starting the field experience/training activity or employment may result in a violation of your F-1 visa status. Should you have any questions, you may attend your F-1 International Student Advisor's Virtual Office Hours (VOH) to discuss eligibility and any questions you may have. Having your offer or placement letter during VOH will greatly help in your F-1 Advisor's ability to assist you.

F-2 visa holders may not engage in any field experiences, training activities, or employment. If you hold a J-1 or J-2 visa, please contact your J Advisor regarding obtaining authorization to engage in any field experiences,

training activities, or employment. If you hold any other immigration status, please contact an immigration attorney to determine eligibility to register for EGS6949.

All F-1 students must apply for CPT authorization after registering for EGS6949. Evidence of authorization to take EGS6949 must be provided to the EED graduate staff advisor by the start of the semester in which EGS6949 is intended to be taken. Failure to provide that authorization will result in EGS6949 being dropped from the student's schedule. Note that approval may take 4-6 weeks, so course registration and application for CPT authorization should be done as soon as advance registration opens.

Please note that this course, EGS 6940 may also require CPT authorization if your total training/work activities on campus could exceed 20 hours/week or if completed with an external party outside of campus. If the experience will occur at UF (hired and paid by UF), and up to 20 hours per week maximum, the student may not need CPT unless they are engaged in other work which is already 20 hours per week or when also engaged in the practicum, and it exceeds 20 hours per week total. Some examples of these can be if you are working on a campus GatorDining job of 15 hours/week and on-campus UF practicum of 10 hours/week = 25 hours/ week, which will require CPT authorization. If the experience occurs outside of UF in an external site, these external field experiences will require CPT application and approval prior to engaging in said experience/practicum.

Course Evaluation
Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

University Honesty Policy
UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: "On my honor, I have neither given nor received unauthorized aid in doing this assignment." The Honor Code (https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Commitment to a Safe and Inclusive Learning Environment
The Herbert Wertheim College of Engineering values broad diversity within our community and is committed to individual and group empowerment, inclusion, and the elimination of discrimination. It is expected that every person in this class will treat one another with dignity and respect regardless of gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture.

If you feel like your performance in class is being impacted by discrimination or harassment of any kind, please contact your instructor or any of the following:
• Your academic advisor or Graduate Program Coordinator
• Robin Bielling, Director of Human Resources, 352-392-0903, rbielling@eng.ufl.edu
• Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, taylor@eng.ufl.edu
• Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, nishida@eng.ufl.edu

Software Use
All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as

appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy
There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: https://registrar.ufl.edu/ferpa.html

Campus Resources:
Health and Wellness

> **U Matter, We Care:**
> Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.
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> **Counseling and Wellness Center:** http://www.counseling.ufl.edu/cwc, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.
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> **Sexual Discrimination, Harassment, Assault, or Violence**
> If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the **Office of Title IX Compliance**, located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, title-ix@ufl.edu
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> **Sexual Assault Recovery Services (SARS)**
> Student Health Care Center, 392-1161.
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> **University Police Department** at 392-1111 (or 9-1-1 for emergencies), or http://www.police.ufl.edu/.

Academic Resources

> **E-learning technical suppor***t*, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. https://lss.at.ufl.edu/help.shtml.
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> **Career Resource Center**, Reitz Union, 392-1601. Career assistance and counseling. https://www.crc.ufl.edu/.
>
> **Library Support**, http://cms.uflib.ufl.edu/ask. Various ways to receive assistance with respect to using the libraries or finding resources.
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> **Teaching Center**, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. https://teachingcenter.ufl.edu/.
>
> **Writing Studio, 302 Tigert Hall**, 846-1138. Help brainstorming, formatting, and writing papers. https://writing.ufl.edu/writing-studio/.
>
> **Student Complaints Campus***:* https://care.dso.ufl.edu.
>
> **On-Line Students Complaints***:* http://www.distance.ufl.edu/student-complaint-process.