UTEACH – LIBERAL ARTS UTL101
General Course Syllabus —Fall 2009

Instructor: **Gretchen Polnac**
Office: **Gebauer 1.308**
Voice-mail: **(512) 471-9216**
E-mail: gpolnac@austin.utexas.edu

Room, Day, Time, Unique #: SZB 380 W 12:00-1:00 PM #48435
SZB 380 W 2:00-3:00 PM #48440
Office Hours: Monday, 10:00-Noon or by appointment

Prerequisites: 2.5 grade point average; students must use a word processor, e-mail, and have access to a web browser.

Course Description: UTL101 provides students with early field experience in teaching and an introduction to the theory and practice that is necessary to design and deliver excellent instruction. Students attend a weekly seminar on the UT campus. **Students also attend *seven* observation periods of one hour each and teach *three* lessons to the elementary students they observe.** The elementary classrooms are selected both for the diversity of the student body and for the quality of the classroom teacher who serves as a cooperating teacher. The cooperating teachers will work with the UTeach-LA students to improve their teaching abilities as the semester progresses. The cooperating teacher will remain in the classroom at all times and will provide immediate feedback on the quality of the UTeach-LA student's instruction. **Additionally, this course begins the teacher preparation sequence and therefore, emphasizes quality, timeliness, dependability, and professional behavior.**

Course Objectives:
UTL101 students will

- assess whether they wish to pursue teaching as a profession.
- determine their own learning style and relate the findings to the students they are and the teachers they may become.
- develop an awareness of diverse student populations.
- understand the concept of interactive lessons.
- distinguish between learner-centered and teacher-centered instructional strategies.
- discuss state and national standards and their value to curriculum issues.
- examine various methods of assessment.
- write performance objectives, lesson plans, and one assessment activity.
- follow the UTL101 lesson plan format and deliver three lessons.
- become reflective practitioners, using reflection to improve over time.
- utilize technology to communicate, collaborate, and instruct.
- understand and begin to practice the basic components of good classroom management.
- exhibit positive expectations for all students.
- serve as a role model by demonstrating clear communication, pleasant demeanor, interest in each individual student, and accurate content.
- become familiar with teacher certification requirements, including course sequence, UTeach-LA portfolio requirements, state certification exams, and minimum grade point average to be eligible for apprentice teaching.

Field Experience:

- **10 hours:** You are responsible for *seven* hours of participatory observation and *three* lessons for a total of ten hours in the field. Specific guidelines for observations and the evaluation of the lessons will be provided as well as a schedule for observations and lessons.

- You are responsible for making initial contact with your cooperating teacher.

- Know the check-in procedures for your assigned school. For security reasons most schools have a system guests must follow.

- Make sure the cooperating teacher signs your observation and lesson verification form each observation or lesson.

- The cooperating teacher will provide written feedback at the end of each lesson taught. *You* are responsible for giving the form to the cooperating teacher and getting the form back before you leave. You are also responsible for giving it to the UT instructor at the next seminar. In addition, the UT instructor will check your field experience progress by contacting the cooperating teacher at various times during the semester.

- The cooperating teacher will submit a midterm and final evaluation of your progress.

- E-mail reflections on lessons, observation write-ups and other assignments to the UT instructor as listed on the detailed syllabus. Observation write-ups ***thoroughly*** describe the experience during field experience that day. Remember to keep hard copies of all documents.

- **Copy me on all communication between you and your Cooperating Teacher.**

- Dress appropriately and professionally when going to schools. Avoid t-shirts with messages that could be offensive in an elementary school environment. Don't wear shorts or inappropriate footwear (i.e. flip-flops).

- Immediately report any problems to the UT seminar instructor.

- **Professional behavior** is a must! Be on time and be prepared. **IF AN EMERGENCY ARISES, CAUSING YOU TO MISS YOUR SCHEDULED FIELD EXPERIENCE, NOTIFY YOUR COOPERATING TEACHER AND YOUR INSTRUCTOR IMMEDIATELY. Do not miss your teaching assignment due to a transportation problem.** ***Be sure to reschedule and complete the missed lesson or observation within a week.*** Your cooperating teacher, your students, and your instructor are counting on you!

Seminar Expectations:

- **Regular class attendance** is important for success. UTL students must be present in the seminar on the UT campus and to complete all field experience. **After the first absence from the seminar, 5 points will be deducted from the final grade for each additional absence. No absence from field experience will be allowed. 10 hours must be completed.**
-
- **Punctuality is a must! We have only 50 minutes together each week.**

- **Turn in assignments on time. Late work penalty: -10 first 24 hours/-20 second 24 hours/after 48 hours a grade of "0" results. This includes holidays and weekends.** See the detailed syllabus for due dates.

- **Technology:** UTL101 requires demonstration of basic computer literacy skills. As you progress through the UTeach-LA program, more advanced skills will be required and UTeach students will learn more about how to integrate technology into instruction. These skills will be documented in the student's UTeach-LA file so that we can certify that you have completed the technology proficiencies required for teacher certification. UTL101 will address the following competencies:
    1. communications via e-mail, including attaching documents
    2. word-processing
    3. searching Web sites for new materials, educational resources, and school information

Grading System:

• **Field Experience** (Attendance, Cooperation, Lessons, Evaluations and Observations)	**25%**
• **Seminar** (Attendance, Participation, Technology, Lesson Plans, Lesson Reflections, Observation Write-ups)	**50%**
• **Portfolio**	**25%**
Total:	**100%**

Any student who requires accommodation because of a disability may request it if appropriate documentation from the Office of Services for Students with Disabilities is provided.