



School of Health, Education and Human Services

**CEES 100**

**Capstone Project**

**January – April 2022**

**3-credits**

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## Course Outline

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**INSTRUCTOR:** Faith Whiting

**CONTACT:** [fwhiting@yukonu.ca](mailto:fwhiting@yukonu.ca), (867) 456-8562

**CLASS MEETINGS & DATES:** Wednesdays, 1:00 – 3:00pm (January 12<sup>th</sup> – April 20<sup>th</sup>)

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### COURSE DESCRIPTION

The capstone project will allow participants to explore a topic of interest within the field of education and employment support. If the students already hold a position of employment, this is an opportunity to discover more about an area of interest, to implement a project or policy, create a manual, or another job-related project. If the student is not currently working in a related role, this is an opportunity to consider an experience placement or special project to further develop the skills required to perform in these roles. Students will be supported to develop and explore their topic, prepare a learning plan, and gather reliable information to help support their learning. The capstone will culminate with both a written report and a presentation to a larger audience.

### COURSE REQUIREMENTS

Prerequisite(s): Successful completion of or concurrent enrollment in; ACS 100, PRMA 100, PROJ 100, PHIL 121.

### EQUIVALENCY OR TRANSFERABILITY

Receiving institutions determine course transferability. Find further information at:

<https://www.yukonu.ca/admissions/transfer-credit>

### LEARNING OUTCOMES

Upon successful completion of the course, students will be able to:

- Identify and select a topic of interest to explore independently
- Create a plan for conducting a directed study
- Develop criteria for constructive peer review of the learning plan and demonstrate use of this criteria in providing peer feedback
- Select and evaluate reference materials and incorporate these appropriately into the project report to support their perspective
- Identify and meet project milestones
- Reflect on their learning process
- Convey results to a larger audience through a report and presentation

## **COURSE FORMAT**

### **Delivery format**

The capstone group will meet weekly via video conferencing (Zoom). The capstone project is an individualized and self-directed process that is supported by an Instructor/Facilitator. The weekly course meetings will guide students through the project process and provide a venue for communication and support.

Milestones will be built into the project planning process and participants are individually required to maintain regular contact with their Facilitator outside of synchronous meetings, to communicate progress and challenges. The planning process ensures participants have access to the proper equipment, time and supports to successfully engage in the project. Time-management skills, support and resiliency will be important factors in this experience.

## **EVALUATION**

Learning Plan	25%
Resource Review and Interview	20%
Learning Journal	10%
Midterm Evaluation	10%
Project Report and Presentation	25%
Self-evaluation	10%
Total	100%

### **Learning Plan**

The learning plan will act as a brief outline of the project from start to finish. Participants will have an opportunity to receive feedback early in the process, with a peer-review of their learning plans. Students will contribute to the co-creation of the criteria for peer review and participate in giving and receiving feedback within the group.

### **Resource Review and Interview**

A review of resources will be conducted. Participants will be expected to consult at least five resources and conduct at least one interview as a project resource. This assignment will include an annotated bibliography, a list of interview questions, an audio recording of the interview, and a written reflection of the key learning points of the interview.

### **Learning Journal**

Students will use a learning journal to detail progress and setbacks and to develop project ideas and reflect on key learning.

### **Midterm evaluation**

At the midway point in the project, participants will meet with the Facilitator to discuss progress on their goals (as set out in the learning plan) and what is needed for the project to carry on to completion.

### **Project Report and Presentation**

The written report will synthesize the learning that took place during the capstone project and any findings/conclusions/further questions the participants may have. The student will create and deliver a presentation, detailing findings from their project and/or their learning journey. Participants may choose to present their findings using the media of their choice and are encouraged to disseminate the information in a way that feels meaningful to them.

### **Self-evaluation**

Students will complete a midterm and final self-evaluation.

### **COURSE WITHDRAWAL INFORMATION**

Refer to the YukonU website for important dates.

### **TEXTBOOKS & LEARNING MATERIALS**

This course is delivered online through a blend of video-conferencing and online course work; therefore, students will require access to a computer with internet and video capabilities. Students will need basic computer skills in order to undertake this course. Course readings and resources will be available through the Moodle page.

### **ACADEMIC INTEGRITY**

Students are expected to contribute toward a positive and supportive environment and are required to conduct themselves in a responsible manner. Academic misconduct includes all forms of academic dishonesty such as cheating, plagiarism, fabrication, fraud, deceit, using the work of others without their permission, aiding other students in committing academic offences, misrepresenting academic assignments prepared by others as one's own, or any other forms of academic dishonesty including falsification of any information on any Yukon University document.

Please refer to Academic Regulations & Procedures for further details about academic standing and student rights and responsibilities.

### **ACADEMIC ACCOMMODATION**

Reasonable accommodations are available for students requiring an academic accommodation to fully participate in this class. These accommodations are available for students with a documented disability, chronic condition or any other grounds specified in section 8.0 of the Yukon University Academic Regulations (available on the Yukon University website). It is the student's responsibility to seek these accommodations by contacting the Learning Assistance Centre (LAC): [LearningAssistanceCentre@yukonu.ca](mailto:LearningAssistanceCentre@yukonu.ca).