

# **Course Outline**

This template is for development purposes only. All course outlines must be entered into the Course Outline Mapping and Management System (COMMS) and submitted to your Associate Dean for approval. PDFs of approved outlines must be posted in your Canvas course to share with students. Please work with your CPQC when finalizing your Course Outline.

## **Course Name**:

**Course Information**: Pre-Populated by Academic Data

|  |  |
| --- | --- |
| Course Number |  |
| Equivalencies |  |
| Pre-Requisites |  |
| Applicable Program(s) |  |
| Core/Elective |  |
| Prepared by |  |
| Title |  |
| Approved by |  |
| Approval Date |  |
| Approved for Academic Year |  |
| Course Level | Foundational  Integrational  Special |

## ****Course Description****

Pre-Populated by Academic Data

[Insert text here as provided by your Co-ordinator, Manager, or AD – additions or changes to course description can only be made during the 3-Year POS Cycle and must be approved by and processed through you AD.]

## **Relationship to Vocational Learning Outcomes/Program Standards**

Remember to identify: TA (Taught & Assessed) or AR (Assessed & Reinforced)

These will be provided by your Co-ordinator, Manager, or AD. These identify what the student will know and be able to do at the completion of the program. Identify which VLOs are addressed during this course.

**This course contributes to your program by helping you achieve the following Vocational Learning Outcomes:**

[add rows as needed]

|  |  |  |
| --- | --- | --- |
| VLO | Description | TA or AR |
| VLO1 |  |  |
| VLO2 |  |  |
| VLO3 |  |  |
| VLO4 |  |  |
| VLO5 |  |  |
| VLO6 |  |  |
| VLO7 |  |  |
| VLO8 |  |  |
| VLO9 |  |  |

## **Relationship to Essential Employability Skills**

The Government of Ontario mandates that all graduates with Certificate, Diploma, or Advanced Diploma, must be able to reliably demonstrate the following EESs. Identify which skills will be addressed during your course.

**This course contributes to your program by helping you achieve the following Essential Employability Skills:**

| EES | Description | TA or AR |
| --- | --- | --- |
| ESS1 | Communicate clearly, concisely and correctly in the written, spoken, and visual form. |  |
| ESS2 | Respond to written, spoken, or visual messages in a manner that ensures effective communication. |  |
| ESS3 | Execute mathematical operations accurately. |  |
| ESS4 | Apply a systematic approach to solve problems. |  |
| ESS5 | Uses a variety of thinking skills to anticipate and solve problems. |  |
| ESS6 | Locate, select, organize, and document information using appropriate technology and information systems. |  |
| ESS7 | Analyze, evaluate, and apply relevant information from a variety of sources. |  |
| ESS8 | Show respect for the diverse opinions, values, beliefs, and contributions of others. |  |
| ESS9 | Interact with others in groups or teams in ways that contribute to effective working relationships and the achievement of goals. |  |
| ESS10 | Manage the use of time and other resources to complete projects. |  |
| ESS11 | Take responsibility for one’s own actions, decisions, and consequences. |  |

**Relationship to External Standards (Program Accreditation/competencies etc.)** **If Applicable.**

Insert any relationships to external standards, program accreditation achieved or industry-specific competencies, if applicable to the program and course.

## **Course Learning Outcomes (3-5 recommended/ Elements of Performance** (2-8 EoPs recommended)

Course Learning Outcomes include a measurable, observable, and specific statement that clearly indicates what a student should know and be able to do as a result of learning. EOPs are the smaller steps that students will learn and demonstrate to be successful in the greater CLO. Therefore, a CLO will use a higher Bloom’s taxonomy verb that its EoPs. See here: <https://www.mohawkcollege.ca/employees/centre-for-teaching-learning/curriculum-development/how-to-write-course-learning-outcomes>

**When you have earned credit for this course, you will have demonstrated the ability to:**

| CLO1 Example: Analyze the core concepts related to scope of professional practice within critical care, including legal and ethical considerations. | Elements of Performance: (examples)  1.1 Explain the role of critical care units and the interdisciplinary team  1.2 Discuss legislative requirements related to critical care, such as consent, confidentiality, and managing risk  1.3 Apply ethical decision-making frameworks to ethically complex situations |
| --- | --- |
| CLO1: | Elements of Performance:  1.1  1.2  2.3 |
| CLO2: | Elements of Performance:  2.1  2.2  2.3 |
| CLO3 | Elements of Performance:  3.1  3.2  3.3 |
| CLO4 | Elements of Performance:  4.1  4.2  4.3 |
| CLO5 | Elements of Performance:  5.1  5.2  5.3 |

## **Evaluation/Earning Credit**

(Must be validated to all relevant CLO/VLO)

| Type of Assessment.  The following will provide evidence of your learning achievements. | Total Percentage.  Must add up to 100% | Related CLO/ESS/VLO.  This activity validates the following CLOs, ESSs, & VLOs: |
| --- | --- | --- |
| Example: Quizzes | 30% | CLO1; CLO2; CL04; VLO4; VLO6; ESS1; ESS2; ESS4; ESS5 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## **Experiential Learning** (if Applicable)

Experiential Learning (EL) is an educational activity facilitated and supported by Mohawk College through which students learn while doing. Students participate in workplaces, or simulated workplaces, where they are exposed to authentic professional demands and expectations. The goal of an El experience is to improve student’s employability and interpersonal skills anti support their transition to the workforce.

Please select which, if any, experiential learning activity is associated with your course:

* Applied research project or course
* Campus incubator
* Capstone project
* Cooperative education
* Field experience/trip
* Field placement
* Industry or community project
* Labs
* Performance-based learning
* Practicum placement
* Services learning
* Simulations
* Apprenticeship

Approximate hours associated with this EL activity: Click or tap here to enter text.Hours.

## Learning Resources

During this course you are likely to use the following learning recourses:

Required:

Recommended:

## Delivery Format

If the course is offered in more than one format, please indicate that here.

For example – Day-time delivery:

CE delivery:

**On an average week, the hourly delivery format for this course is: (e.g., 2 hours in class, 1 hour online):**

Online:

~~Blended:~~ This has never made sense. If there is both online and f2f learning, that’s blended. There is no such thing as % blended or % hybrid.

Face-to-face:

## Prior Learning Assessment and Recognition (PLAR)

**Students who wish to apply for prior learning assessment and recognition (PLAR) need to demonstrate competency at a post-secondary level in all the course learning requirements outlined above. Evidence of learning achievement for PLAR candidates includes:**

Note: Prior Learning Assessment & Recognition (PLAR) focuses on the evaluation of prior learning rather than the formal educational courses used in the academic transfer of credits or course exemptions. See here: <https://www.mohawkcollege.ca/become-a-student/prior-learning-assessment-recognition>

Select which methods are appropriate:

* Challenge exam
* Portfolio
* Performance Test
* Project/Assignment
* Other Click or tap here to enter text.

## Grade Scheme

Pre-Populated- Select “Do Not Display Grade Scheme” in COMMS

## Course Related Information

Suggested Text to Consider:

Please see the course Learning Plan

Time Commitment:

The course requires X hours of commitment per week for readings and online learning materials. Additionally, please expect to commit X hours per week for weekly self-assessment quizzes and discussion boards. Assignment and study time extra.

Late Assignments:

[Please add in your own policy]

Email Response Time:

I endeavour to respond to students' emails within 24 hours on weekdays, bit on the weekends I usually respond within 48 hours.

Email etiquette:

In the subject line, please include: “Course Code” (e.g., NRSG\_\_) + General Inquiry.

## Department/Program Related Information

Pre-Populated by Associate Dean

## College Related Information

Pre-Populated by Program Quality