

Course Syllabus

Department : Occupational Safety & Health Technology

Course Title : Internship

Section Name : 1WB

Start Date : 08/22/2011

End Date : 10/14/2011

Modality : Online

Credits : 3

Instructor Information

Name : Annie Littlefield

OC Email : alittlefield@odessa.edu

OC Phone :

Course Description :

Course Catalog Description:

Apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/ industry. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. This is a workbased,

learning experience which will enable the student to apply specialized occupational theory, skills, and concepts

Course Objectives:

Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. This is a work-based, learning experience which will enable the student to apply specialized occupational theory, skills, and concepts. A learning plan is developed by the college and the employer. A learning plan is developed by the college and the employer. (SCANS 5, 7, 9, 10, 11)

Prerequisites/Corequisites

None.

Scans

4,5,6,7,8,9,10,11

Required Readings/Materials

Web Access

Course Requirements (Lectures, Assignments and Assessments)

Assignment Discussion Due Date

Week 1

Student Paperwork &

Responsibilities

Getting to Know Me TBA

Week 2 Communication Skills Skills Management TBA

Week 3 Essential Skills Time and Decision TBA

Week 4 People Skills Discussion TBA

Week 5 Conflicts & Problem Solving Discussion TBA

Week 6 Student Participation Performance &

Outcome

TBA

Week 7 Paperwork & Evaluation Paper TBA

Week 8

Reaction Paper

Final TBA

Grading Policy

You will be evaluated by the thoroughness of the contents of the assignment

Special Needs

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Learning Resource Center (Library)

The Library, known as the Learning Resources Center, provides research assistance via the [LRC's catalog \(print books, videos, e-books\)](#) and [databases \(journal and magazine articles\)](#). [Research guides](#) covering specific subject areas, [tutorials](#), and the "Ask a Librarian " service provide additional help.

Student E-mail

Please access your [Odessa College Student E-mail](#), by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Technical Support

For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.