**APST 4810 – Museum and Heritage Site Practicum**

Credits: 1 Section: \_\_\_\_ Term: \_\_\_\_\_\_\_

**Location & Meeting Time**

Classroom location:

Class Meeting Schedule:

**Contact Information**

**Instructor:**
**Email:**
**Phone: (**423) 439-
**Office:**

**Instructor Availability**

Office Hours:

**Course Description & Materials**

*Prerequisites*: SALM 3110 or HIST 3810 or permission of instructor.
Provides opportunities for practical experience and firsthand observation at a museum or heritage site, under the supervision of a professional in the field. May be repeated once for credit.

**Required Materials**

[enter textbook, software, tool etc]

**Course Overview**

**Course Purpose and Objectives**

The Department of Appalachian Studies offers this course to provide students the opportunity to apply the principles learned in other courses in the minor through experiential learning in a museum or heritage site. The Department considers this to be a vital course in preparing students to pursue a career in this field.

Objectives include:

* To produce graduates who are familiar with the major functions and challenges of a museum/heritage site
* To produce graduates who are familiar with the common duties of museum/heritage site positions, the process for seeking employment in the field, and key elements of professional conduct in the field
* To produce graduates with practical work experience in a museum/heritage site
* To produce graduates who have a better understanding of the profession and whether this is a field in which they want to pursue a career.

**Expected Learning Outcomes**

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| Upon completion of the course, students will:1. Apply appropriate workplace behaviors in a professional setting
2. Develop professional career development materials
3. Reflect upon work experience in terms of personal, educational, and career goals

**Major Course Topics**

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| * Overview of the major functions of a museum/heritage site
* Common duties of museum/heritage site professionals
* Process for seeking employment in a museum/heritage site
* Key elements of professional conduct in a museum/heritage site job
* Practical experience in a museum/heritage site
* Evaluation of performance at the site
* Process for keeping a reflective journal
* Written analysis and reflection on a learning experience
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**Course Policies**

**Attendance**

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| As this is a practicum course, students are expected to demonstrate professional behavior, showing up on time and prepared for all scheduled meetings and work assignments.  As noted, students must schedule and attend four meetings with the instructor.  Students will work out their work schedule at the practicum site with their site supervisor. Hours will vary but can be no more than eight hours in a single week and 48 hours total for the semester.  Students are responsible for rescheduling any meetings or work missed with their instructor and site supervisor.  Each unexcused absence from the meetings with the instructor will result in a 25% reduction in grade for that assignment category.  Each unexcused absence from the work assignment will result in a 25% reduction in grade for the final evaluation and may result in termination from the site and failure of the course. |

**Assignment and Grading**

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**Other**

**Syllabus Attachment Information**: The University’s approved Syllabus Attachment Information page provides information about important University and Academic Policies that all students should know. <https://www.etsu.edu/curriculum-innovation/syllabusattachment.php>