Course Description

Competencies required for coordination of cooperative education programs. Selection and maintenance of training stations, student placement, related instruction and program management. Fulfills the remaining three semester hours required for State of Illinois Certification.

General Course Objectives

1. To identify and understand the components of a cooperative education program.
2. To acquaint the student with cooperative education in the state of Illinois.
3. To develop competencies relative to the task of introducing and organizing a program in cooperative education.

Text


Course Evaluation

For all of your assignments, you will be creating them based upon the cooperative education (CE) program you are working with or might work with in the future. All assignments will be completed in Word and submitted through a dropbox in SIU Online. If the assignment has more than one part, please use a heading to identify each part of the assignment. All assignments are due by July 31, 2015. However, it is recommended that you submit them one at a time and allow time for feedback that may help you improve your future assignments.

Assignment 1 (15 points)

Read Chapter 1, Sections G and I of the Handbook

First, identify the type of program you are currently working with (or the type of program you think you might be working with in the future). Give as many specifics about the program as possible (where it is located, number of students, etc.). If you have already submitted this for WED 472, you may just copy what you submitted for this part of the assignment.
Second, project employment needs for the occupational area of your cooperative education program. What careers interest students in your cooperative education program? What is the occupational outlook for these jobs? Use the U.S. Department of Labor website, the Occupational Outlook Quarterly, the Illinois Department of Employment Security site, and O*Net to find your information. Summarize what you find in two pages.

Third, create an evaluation plan for your cooperative education program. Create an evaluation plan that you could use to show that your CE program serves the needs of the students, school, and community.

**Assignment 2 (15 points)**

Read Chapter 1, Section C of the Handbook

First, create three brochures. One will be for employers, one for parents, and one for students. Each will present the cooperative education model with advantages that are unique to that specific group. Also, provide contact information and anything else you think important to promoting your program.

Second, describe an employer recognition item to be given at the employer appreciation event. You can select the type of event you would have for the presentation of the recognition item—meeting, luncheon, dinner, etc. Briefly describe the event you would use. Be creative in the item you will present. Be sure it is appropriate for everyone.

**Assignment 3 (15 points)**

Read Chapter 2, Sections A, B, C, and D of the Handbook

As the Handbook stated, there could be cooperative education programs other than what are currently used. Create a new cooperative education program at your school. Name the program, describe its purpose, who it will serve, what kinds of students will enroll, etc.

**Assignment 4 (35 points)**

Read Chapter 2, Sections E, F and G of the Handbook

Read Chapter 3 of the Handbook

First, prepare a public relations program that could be presented to a local education agency, employer, students, and parents. Prepare a PowerPoint presentation for your school’s Board of Education. The objective is to explain cooperative education and persuade them to begin a program. Those in attendance will include Board members, the
superintendent, principals, local business people, parents, students, and other teachers. Submit your PowerPoint and a Word narrative for the PowerPoint.

Second, visit the Bureau of Apprentice and Training and select one apprenticeship occupation related to your CE program. Determine what is required such as minimum age, length of training, beginning wage, education requirements, etc. Write a short paper explaining the importance of these requirements to the occupation.

**Final Exam (50 points)**

Once you have completed all of the above assignments, you will be ready to complete the final exam. It will be administered through SIU Online. You will be able to use your book and projects to answer the questions. You will have only one chance and one hour to complete the exam. You must complete the exam by August 6, 2015.

**Grades**

117-130 points   A  
104-116 points  B  
91-103 points   C  
78-90 points    D  
0-77 points     F

**Instructor Information**

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