

EDST4030

Practice of Teaching: The Emerging Professional K-6

Session 1, In person-scheduled-weekday, North Ryde 2022

Macquarie School of Education

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Disclaimer

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General Information

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Credit points

10

Prerequisites

(EDST3000 or EDST300) and (EDST3100 or EDST310)

Corequisites

Co-badged status

Unit description

This is a Professional Experience unit that builds upon the knowledge and understanding of assessment principles and classroom practices, and on using data to make informed pedagogical decisions and enhance student learning. The unit will focus on utilising data to develop effective teaching and learning activities for diverse learners. Strategies for behaviour and classroom management to ensure a supportive and safe learning environment will be explored. Students will link reflexive processes to planned actions to improve their teaching practice. Students will be required to work in a school under the guidance of a Supervising Teacher.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

ULO1: Interpret various forms of data to make informed assessment, pedagogical and curriculum decisions.

ULO2: Plan lessons and employ effective teaching and classroom management strategies to enhance student learning.

ULO3: Assess and evaluate teaching programs to improve learning.

ULO4: Apply inclusive strategies for diverse learners in diverse classrooms to enhance student learning outcomes.

ULO5: Design positive and productive learning environments to enhance student wellbeing and engagement.

ULO6: Link reflexive processes to planned actions to improve teaching practice.

General Assessment Information

Assessment Presentation and Submission Guidelines

Please follow these guidelines when you submit each assignment:

- · Allow a left and right-hand margin of at least 2cm in all assignments.
- Please type all assignments using 12-point font and 1.5 spacing.
- · All assessments must be submitted through Turnitin in .doc or .pdf format
- It is the responsibility of the student to ensure that all assessments are successfully submitted through Turnitin.
- Faculty assignment cover sheets are NOT required.

Draft Submissions & Turnitin Originality Reports

- Students may use Turnitin's Originality Report as a learning tool to improve their academic writing if this option is made available in the unit.
- Students are strongly encouraged to upload a draft copy of each assessment to Turnitin at least one week prior to the due date to obtain an Originality Report.
- The Originality Report provides students with a similarity index that may indicate if
 plagiarism has occurred. Students will be able to make amendments to their drafts prior
 to their final submission on the due date.
- Generally, one Originality Report is generated every 24 hours up to the due date.

Please note:

- Students should regularly save a copy of all assignments before submission.
- Students are responsible for checking that the correct file has been uploaded, that their submission has been successful, and that it has been submitted by the due date and time.

Assignment extensions and late penalties

- In general, there should be no need for extensions except through illness or
 misadventure that would be categorised as serious and unavoidable disruption
 according to the University definition of same, see: https://students.mq.edu.au/study/my-study-program/special-consideration
- Applications for extensions must be made via AskMQ according to the Special
 Consideration policy. Extensions can only be granted if they meet the Special
 Considerations policy and are submitted via https://ask.mq.edu.au/. This will ensure
 consistency in the consideration of such requests is maintained.
- Late submissions: Unless a Special Consideration request has been submitted and approved, (a) a penalty for lateness will apply 10/100 marks of credit (10% of the total assessment weighting) will be deducted per day for assignments submitted after the due date and (b) no assignment will be accepted seven days (incl. weekends) after the original submission deadline. No late submissions will be accepted for timed assessment e.g., quizzes, online tests. A zero result for the assignment will be recorded after the late submission period has ended if no task has been received.
- If a student is still permitted to submit on the basis of unavoidable disruption, an alternative topic may be set.
- Students should keep an electronic file of all assessments. Claims regarding "lost"
 assessments cannot be made if the file cannot be produced. It is also advisable to keep
 an electronic file of all drafts and the final submission on a USB untouched/unopened
 after submission. This can be used to demonstrate easily that the assessment has not
 been amended after the submission date.

Requesting a re-assessment of an assignment

If you have **evidence** that your task has been incorrectly assessed against the grade descriptors you can request a re-mark. To request a re-mark you need to contact the unit convenor within **7 days** of the date of return of the assignment and provide **a detailed assessment of your script against the task criteria.** Evidence from your assignment must be provided to support your judgements.

Note:

- Please do not request a re-mark for a Failed assessment as they are all double-marked as a part of the moderation process.
- The outcome of a re-mark may be a higher/lower or unchanged grade.
- Grades are standards referenced and effort is NOT a criterion.

University policy on grading

Criteria for awarding grades for assessment tasks

Assignments will be awarded grades ranging from HD to F according to guidelines set out in the University's Grading Policy. The following descriptive criteria are included for your information.

Descriptive Criteria for awarding grades in the unit

In order to meet the unit outcomes and successfully pass this unit, students must make a genuine attempt at <u>all</u> assessment tasks. Where any submitted assessment task is considered to be unsatisfactory in this regard, the highest possible final grade that can be awarded for the unit will be 45.

Students will be awarded grades ranging from HD to F according to guidelines set out in the policy: https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/assessment-in-effect-from-session-2-2016

The following generic grade descriptors provide university-wide standards for awarding final grades.

Grade	Descriptor
HD (High Distinction)	Provides consistent evidence of deep and critical understanding in relation to the learning outcomes. There is substantial originality and insight in identifying, generating and communicating competing arguments, perspectives or problem-solving approaches; critical evaluation of problems, their solutions and their implications; creativity in application as appropriate to the discipline.
D (Distinction)	Provides evidence of integration and evaluation of critical ideas, principles and theories, distinctive insight and ability in applying relevant skills and concepts in relation to learning outcomes. There is demonstration of frequent originality in defining and analysing issues or problems and providing solutions; and the use of means of communication appropriate to the discipline and the audience.

Cr (Credit)	Provides evidence of learning that goes beyond replication of content knowledge or skills relevant to the learning outcomes. There is demonstration of substantial understanding of fundamental concepts in the field of study and the ability to apply these concepts in a variety of contexts; convincing argumentation with appropriate coherent justification; communication of ideas fluently and clearly in terms of the conventions of the discipline.
P (Pass).	Provides sufficient evidence of the achievement of learning outcomes. There is demonstration of understanding and application of fundamental concepts of the field of study; routine argumentation with acceptable justification; communication of information and ideas adequately in terms of the conventions of the discipline. The learning attainment is considered satisfactory or adequate or competent or capable in relation to the specified outcomes
F (Fail)	Does not provide evidence of attainment of learning outcomes. ?There is missing or partial or superficial or faulty understanding and application of the fundamental concepts in the field of study; missing, undeveloped, inappropriate or confusing argumentation; incomplete, confusing or lacking communication of ideas in ways that give little attention to the conventions of the discipline.

Note: If you fail a unit with a professional experience component, the fail grade will be on your transcript irrespective of the timing of the placement.

Withdrawing from this unit

If you are considering withdrawing from this unit, please seek academic advice via https://ask.m.g.edu.au before doing so as this unit may be a co-requisite or prerequisite for units in the following sessions and may impact on your progression through the degree.

Results

Results shown in iLearn, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.m q.edu.au.

Assessment Tasks

Name	Weighting	Hurdle	Due
Understanding Assessment of Student Learning	40%	No	7/04/2022
Preparation for TPA: Diverse Learners	60%	Yes	9/06/2022
Professional Experience Report	0%	No	10/06/2022

Understanding Assessment of Student Learning

Assessment Type 1: Essay

Indicative Time on Task 2: 10 hours

Due: **7/04/2022** Weighting: **40%**

Students produce an information sheet and accompanying exeges describing how students in a case study class will be assessed in relation to the purposes of the assessment regime. Maximum word length: 1000.

On successful completion you will be able to:

- Interpret various forms of data to make informed assessment, pedagogical and curriculum decisions.
- Plan lessons and employ effective teaching and classroom management strategies to enhance student learning.
- Assess and evaluate teaching programs to improve learning.
- Apply inclusive strategies for diverse learners in diverse classrooms to enhance student learning outcomes.
- Design positive and productive learning environments to enhance student wellbeing and engagement.
- Link reflexive processes to planned actions to improve teaching practice.

Preparation for TPA: Diverse Learners

Assessment Type 1: Report

Indicative Time on Task 2: 16 hours

Due: **9/06/2022** Weighting: **60%**

This is a hurdle assessment task (see <u>assessment policy</u> for more information on hurdle assessment tasks)

Students develop a detailed plan to address the learning goals of a case study student based on situational analyses of a school and classroom and analysis of the specific learning needs of the student. Maximum word length: 2000.

On successful completion you will be able to:

- Interpret various forms of data to make informed assessment, pedagogical and curriculum decisions.
- Plan lessons and employ effective teaching and classroom management strategies to enhance student learning.
- Assess and evaluate teaching programs to improve learning.
- Apply inclusive strategies for diverse learners in diverse classrooms to enhance student learning outcomes.
- Design positive and productive learning environments to enhance student wellbeing and engagement.
- · Link reflexive processes to planned actions to improve teaching practice.

Professional Experience Report

Assessment Type 1: Field work task Indicative Time on Task 2: 0 hours

Due: **10/06/2022** Weighting: **0%**

Submission of the final professional experience report form completed by the students' Supervising Teacher and the register which shows the dates attended at the school and activities undertaken by the student on their professional experience.

On successful completion you will be able to:

- Interpret various forms of data to make informed assessment, pedagogical and curriculum decisions.
- Plan lessons and employ effective teaching and classroom management strategies to enhance student learning.
- Assess and evaluate teaching programs to improve learning.
- Apply inclusive strategies for diverse learners in diverse classrooms to enhance student learning outcomes.
- Design positive and productive learning environments to enhance student wellbeing and engagement.
- Link reflexive processes to planned actions to improve teaching practice.

• the academic teaching staff in your unit for guidance in understanding or completing this

¹ If you need help with your assignment, please contact:

type of assessment

· the Writing Centre for academic skills support.

Delivery and Resources

Required and recommended texts

The following texts are prescribed for this unit:

Cavanagh, M. & Prescott, A. (2022). *Your Professional Experience Handbook (2e).* Sydney: Pearson.

De Nobile, J., Lyons, G., & Arthur-Kelly, M. *Positive Learning Environments*. From EDST2000.

We will assume that you have a copy of both books and that you will use them in preparation for classes and assessment tasks.

Information about the unit iLearn site

This unit has a full web presence through iLearn.

Students will need regular access to a computer and the Internet to complete this unit.

Weekly access to iLearn is compulsory for all students. Important assessment information will be posted here, as will other relevant unit notices and materials, including a reading template and guide to lecture note taking to assist your studies.

Various activities and materials for discussion and critical reflection are included and external students especially are encouraged to use this web component. Electronic links and suggested references will be included in the Resources section. Please check the iLearn unit regularly.

Weekly lectures are available on the web through the ECHO360 lecture component. You must listen to all lectures if you do not attend these 'live'.

PowerPoint slides are available in iLearn in advance of the weekly lecture and/or are available in the Active Learning Tool.

Access and technical assistance

Information for students about access to the online component of this unit is available at https://ilearn.mq.edu.au/login/index.php. You will need to enter your student username and password.

Please do **NOT** contact the Unit Convenor regarding *iLearn* technical help.

No extensions will be given for any technical issues. Allow enough time for your submissions.

² Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

Assistance is available from IT Helpdesk ph: 1800 67 4357 or log a request at help.mq.edu.au. OneHelp is the online IT support service for both students and staff.

This unit requires students to use several ICT and software skills:

- Internet access: The iLearn site contains materials for this unit; it is also required for the
 online submission of all Assessment Tasks, and for the use of Turnitin submission for
 ALL tasks.
- Word processing, visual representations, and document formatting: You are required to use an appropriate form of software to present your assignments.
- · Uploading of assessment tasks to iLearn.

Structure

The unit comprises 1 weekly lecture and 1.5 hour workshop. In the workshop (listed in Timetables as Tutorial) students will discuss issues, answer questions arising from the lectures and prescribed readings and engage in hands-on tasks. They are expected to base their arguments/discussions/products on evidence from published research and other relevant material. There will be a supporting website for the unit providing additional readings, links and materials. Lectures will also be available through Echo in iLearn from the following website link: http://ilearn.mq.edu.au

Students are required to participate in small group activities, whole class discussion, to read the weekly material in advance, and to complete brief tasks either as individuals or in pairs. The weekly program for the course with the accompanying readings/ preparation is available on the following pages or on the unit iLearn site.

Unit Schedule

The schedule of learning and teaching (including weekly readings) is located in iLearn.

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy

- Assessment Policy
- · Fitness to Practice Procedure
- Assessment Procedure
- Complaints Resolution Procedure for Students and Members of the Public
- Special Consideration Policy

Students seeking more policy resources can visit Student Policies (https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.e du.au) and use the search tool.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Academic Integrity

At Macquarie, we believe <u>academic integrity</u> – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free <u>online writing and maths support</u>, academic skills development and wellbeing consultations.

School of Education Procedures

In addition, the following policies and procedures of the School of Education are applicable in this unit.

Attendance for undergraduate units

All Internal tutorials begin in Week 1 of Session.

Activities completed during weekly tutorials (internal) or on campus days (external) are essential for building the core knowledge and/or skills required to demonstrate the learning outcomes of this unit [and to meet the AITSL Graduate Teacher Standards and/or ACECQA requirements]. Attendance at all tutorials or on campus days is expected and the roll will be taken.

Students are required to attend the tutorial in which they are enrolled. Any changes to tutorial enrolments must be completed officially through e-student. Please do not contact the unit convenor requesting a change.

Attendance for Master of Teaching units

Attendance at all synchronous activities, completion of non-synchronous formative/diagnostic class tasks and involvement in professional forums is **compulsory** as the Master of Teaching is a professional qualification. All students must meet the 80% attendance requirement.

Activities completed during weekly tutorials or on campus days are essential for building the core knowledge and/or skills required to demonstrate the learning outcomes of this unit and to meet the AITSL Graduate Teacher Standards. Attendance at all tutorials or on campus days is expected and the roll will be taken.

Students are required to attend the tutorial in which they are enrolled. Any changes to tutorial enrolments must be completed officially through e-student. Please do not contact the unit convenor requesting a change.

Unit Expectations

- Students are expected to read weekly readings before completing tasks and attending tutorials
- Students are expected to listen/attend weekly lectures before completing tasks and attending tutorials

Note: It is not the responsibility of unit staff to contact students who have failed to submit assignments. If you have any missing items of assessment, it is your responsibility to make contact with the unit convenor.

Electronic Communication

It is the student's responsibility to check all electronic communication on a regular weekly basis. Communication may occur via:

- Official MQ Student Email Address
- The Dialogue function on iLearn
- Other iLearn communication functions

External Students

- The on-campus sessions (see Timetable and iLearn for dates) are essential to student
 engagement and learning and attendance on all days is expected. Failure to attend or to
 have an approved Special Consideration may result in a Fail grade for the unit. Please
 see attendance requirements in this unit guide.
- Prior to the on-campus sessions, you should have read the prescribed readings and listened to the lectures. Summarise the main points and make a note of the key terms and definitions. Prepare any discussion questions of your own that you wish to share.

Please make effective use of the online component of the unit and access iLearn regularly. Keep up to date with listening to the lectures on a weekly basis.

LANTITE

FOR UNDERGRAD PRIMARY AND SECONDARY EDST2xxx and EDST3xxx PE UNITS

In order to enrol in your EDST3000/EDST3010 PE Unit you will need to have MET the standard for both the Literacy and Numeracy test in the semester before the unit is to be taken. Please note that to be eligible to enrol in EDST3000/EDST3010 you need to have SAT BOTH LANTITE TESTS AND HAVE MET BOTH STANDARDS. Enrolling in EDST3000/EDST3010 unit while waiting for your results will not be accepted.

FOR POSTGRAD EDST8xxx PE UNITS

Students in the MTeach(Prim/Sec) must have met the standard for both the Literacy and Numeracy test prior to commencing the professional experience placement unit EDST8240 - Professional Practice 3 and Educational Research. Enrolling in EDST8240 while waiting for your results will not be accepted.

Passing a Professional Experience Unit

In order to pass a Professional Experience unit, students must achieve a satisfactory result for their professional experience placement AND achieve a satisfactory result overall for their academic assessment tasks (where applicable) in the unit.

<u>Professional Experience Unit Placement Expectations</u>

- Students must be able to present evidence of completion of the following prior to session census date (or as otherwise advised) in order to receive a placement for Professional Experience:
 - A Working with Children Check or State/ Territory equivalent. For school
 placements this must be verified by DoE before your first placement. Complete

and email: The <u>practicum students declaration</u> and a copy of relevant ID documents to the department's <u>probity unit</u> at least two weeks prior to the start date of your first professional experience placement. You will also need to present photo ID on your first day of professional experience.

- Anaphylaxis training (practical and online training) (school placements only).
 Please note that Anaphylaxis training is only current for 2 years so students will need to update this, most probably at the start of their final year
- Read and acknowledge agreement to abide by the <u>DoE Code of Conduct</u> (school placements only)
- Child Protection Awareness Training (CPAT) (school placements only) (once only)
- Mandatory Child Protection Training (school placements only) (annually)
- Evidence of COVID-19 vaccination see SONIA for where you must submit your immunization evidence.

For more details re school placement requirements see: https://education.nsw.gov.au/teaching-a nd-learning/professional-learning/pre-service-teacher-resources/induction-for-pre-service-teacher s/mandatory-pre-requisites-for-pre-service-teachers-participating-.

This includes completing the pre-service teacher acknowledgement: https://education.nsw.gov.au/content/dam/main-education/teaching-and-learning/professional-learning/pre-service-teacher-resources/Document2_Pre-service_teacher_Acknowledgement_October_2020.pdf

Students are responsible for ensuring that their evidence is current. Please be aware that you may need to update your training or credential during your program of study.

- A Working with Children Check or State/Territory equivalent is required by the end of Week 2 to be eligible for a placement. Students may need to withdraw from this unit if this has not been obtained in time.
- Students who are completing a unit offered by another department are expected to
 inform and negotiate with that unit convenor about their professional experience block
 dates and to discuss how that unit's requirements can be met. For some situations, it
 may mean that you are enrolled externally for that unit so that your attendance for
 tutorials for that unit is not impacted.
- Feedback from Tertiary Supervisors and/or Supervising Teachers is of a general nature.
 It is incumbent on the student to check the requirements of any assessments or

bookwork prior to submission.

- If a Student is identified being in need of additional support for Professional Practice
 and/or Bookwork, the <u>Department's 'Additional Support' procedure</u> will be activated
 and they will not be able to withdraw themselves from this Unit.
- The timing of placements can vary. For placements early in the Session, Fail grades may
 be approved by the University prior to the end of Session for students who do not meet
 the placement expectations of the Unit.

Fitness to practice requirements

• Macquarie University operates under a 'Fitness to Practice' model as specified in the University's Academic Progression Policy. For this Unit, this means that, when undertaking a placement, a student is declaring that they are able to demonstrate professional competence, acceptable professional behaviour, freedom from impairment, and compliance with program specific requirements needed for a student to practice properly and safely throughout their Practical, Clinical or Professional program or unit. It is the responsibility of the student to determine whether they are fit to undertake a placement. Therefore, if a student is feeling unfit to undertake a placement, they should not do so. For more information https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/academic-progression

Twice Fail Rule for Professional Experience Units

General Coursework Rule 10(7) stipulates that if a student fails a required unit twice in an undergraduate professional program listed on Schedule 2, they may be permanently excluded from further enrolment in that program.

Students completing a double degree will be able to continue with their other degree program provided they meet the academic progression requirements of the Academic Progression Policy.

Students completing a single Education degree (such as the BEd) are advised to seek academic advice.

<u>Professional Experience Unit Placement Expectations</u>

To be eligible to commence the block placement component of this unit, students

• Must have submitted all written assessment tasks and/or associated unit component

requirements prior to the commencement of the block

- · Must meet the participation requirements for the unit
- Students may not be able to commence their placement until all alleged academic honesty breaches have been investigated and concluded.

In order to meet the Professional Experience placement expectations of this unit, students must:

- attain a 'Satisfactory' grade for their Professional Experience Practical Work in their Evaluation Report, AND
- attain a 'Satisfactory' grade for their Professional Experience Folder in their Evaluation Report

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

The Writing Centre

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- Workshops
- Chat with a WriteWISE peer writing leader
- Access StudyWISE
- · Upload an assignment to Studiosity
- · Complete the Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides
- Ask a Librarian

Student Services and Support

Macquarie University offers a range of Student Support Services including:

IT Support

- · Accessibility and disability support with study
- · Mental health support
- Safety support to respond to bullying, harassment, sexual harassment and sexual assault
- · Social support including information about finances, tenancy and legal issues

Student Enquiries

Got a question? Ask us via AskMQ, or contact Service Connect.

IT Help

For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/ offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the <u>Acceptable Use of IT Resources Policy</u>. The policy applies to all who connect to the MQ network including students.

Acknowledgement of Country

The Department of Educational Studies recognises the Darug people as the traditional custodians of the land upon which we learn and teach. In particular, we would like to acknowledge the Wattamattagal clan of the Darug Nation, the traditional custodians of this land, whose cultures and customs have nurtured and continue to nurture the land on which we are meeting and learning. Their interaction with the land over such a long time suggests there is much we can learn from them about sustainability and respect for the environment.

The local totem of the Wattamattagal clan is Wallumai, a black snapper fish that has been described this way: "shy but clever fish, who uses the shadows and patterns created by the mangroves to protect the younger fish. The mangroves are their nursery, their school and their home. The mangroves represent life – the obstacles and tangles that we need to navigate. Once we learn the right path to take, we are safe in that knowledge and in our lives"¹.

The 5Rs Framework

The 5Rs Framework

At Macquarie University we aim to produce graduates who not only have relevant discipline knowledge and teaching know-how, but who also understand and strive for those capabilities that will make teaching a sustaining career for years to come. Embedded in all our teaching courses is the Macquarie's 5R's framework which helps develop our graduates to be:

1. Resilient

¹ Walanga Muru. Accessed from https://www.mq.edu.au/about/about-the-university/our-commitment-to-aboriginal-and-torres-strait-islander-peoples

- 2. Reflexive in their teaching practice
- 3. Responsive to children, colleagues, parents, professionals and communities
- 4. Ready to learn, and
- 5. Research engaged

In this unit you will learn using the 5Rs framework in the following ways:

RESILIENT	Students will need to balance a long PEx with their unit assessments as well as other life demands.
REFLEXIVE	Students are required to reflect on practice and act on their insights during PEx and for AT2.
RESPONSIVE	Students will respond to needs of students as well as the class in general during PEx.
READY TO LEARN	Constant reflection in and on practice means that students must be ready to learn from what they experience and apply it.
RESEARCH ENGAGED	Students will use current research to inform decisions and practice relating to student behaviour and learning.