Undergraduate Course Syllabus

SOC 490: Community Sociology Internship

Center: Online

Course Prerequisites

CE: SOC-112; UC: SOC-112 and must be enrolled in psychology or sociology program

Course Description

A course designed to give the student a working experience in the social services. The student will find a site that is of interest and career potential, work out a schedule of no less than 150 hours, and fulfills the learning outcomes of the course. This is an experiential course in which the student works closely with a site supervisor, the instructor of the course, as well as engages in some productive function within the agency.

Course Outcomes

- Assess one's progress in attaining professional career goals for the ethical participation in employment in the social services
- Analyze social issues addressed by community agencies for determining their causes, prevalence, and impact on the social environment
- Assess the influence of the demographic composition of communities on the need for services provided by community agencies
- Assess the effectiveness of community agencies in meeting their identified goals for informing improvements to the delivery of services
- Develop evidence-based recommendations for improving community agencies' effectiveness in meeting organizational goals and improving quality of life in the community
- Compare sociological perspectives aligned to recommendations with those aligned to community agencies for the potential impact on the delivery of services

Instructor Availability and Response Time

Your class interaction with the instructor and your classmates will take place in Blackboard on a regular, ongoing basis. Your instructor will be actively engaged within the course throughout the week. You will normally communicate with your instructor in the weekly discussions or the General Questions forum in Blackboard so that your questions and the instructor's answers benefit the entire class. You should feel free, however, to communicate with your instructor via SNHU email at any time, particularly when you want to discuss something of a personal or sensitive nature. Your instructor will generally provide a response within 24 hours.

Grade Distribution

Assignment Category	Number of Graded Items	Point Value per Item	Total Points
Discussions	4	25	100
Journals	7	65	455
Final Project			
Milestone One	1	95	95
Final Project I	1	250	250
Final Project II	1	100	100
		Total Course Points:	1,000

This course may also contain practice activities. The purpose of these non-graded activities is to assist you in mastering the learning outcomes in the graded activity items listed above.

University Grading System: Undergraduate

Total Points: 1,000

Grade	Numerical Equivalent	Points	Points Equivalent	
			Lower	Upper
A	93-100	4	930	1000
A-	90-92	3.67	900	929
B+	87-89	3.33	870	899
B	83-86	3	830	869
B-	80-82	2.67	800	829
C+	77-79	2.33	770	799
C	73-76	2	730	769
C-	70-72	1.67	700	729
D+	67-69	1.33	670	699
D	60-66	1	600	669
F	0-59	0	0	599
I	Incomplete			
IF	Incomplete/Failure*			
IP	In Progress (past end of term)			
W	Withdrawn			

*Please refer to the policy page for information on the incomplete grade process.

Grading Guides
Specific activity directions, grading guides, posting requirements, and additional deadlines can be found in the Course Information area in the Assignment Guidelines and Rubrics folder.

Weekly Assignment Schedule
The Learning Modules area in Blackboard contains one module folder for each week of the course. All reading and assignment information can be found in the folders. Assignments and discussion board posts during the first week of each term are due by 11:59 p.m. Eastern Time. Assignments and discussion posts for the remainder of the term

are due by 11:59 p.m. of the student's local time zone.

In addition to the textbook readings that are listed, there may be additional required resources within each module in Blackboard.

Module	Topics and Assignments
1	The Internship as Experiential Learning 1-1 Discussion: Introductions and Internship Descriptions 1-2 Journal: Final Project Review and Collecting Information About the Internship Agency Timesheet initialed by Supervisor
2	Sociological Perspective on the Agency's Mission and Stakeholders 2-1 Discussion: The Three Main Sociological Perspectives 2-2 Journal: Demographic Groups and the Services Provided by the Internship Agency Timesheet initialed by Supervisor [Instructor] Check-In with Supervisor (record in Workplace Contact Log)
3	The Agency's Services 3-1 Discussion: Service Effectiveness and Best Practices 3-2 Journal: Agency Assessment Timesheet initialed by Supervisor
4	Agency Improvement Opportunities 4-1 Journal: Continuing to Assess the Agency Timesheet initialed by Supervisor [Instructor] Check-In with Supervisor (record in Workplace Contact Log)
5	Recommendations 5-1 Journal: Sharing Ideas for Improvement and Recommendations Based on Sociological Perspectives 5-2 Final Project I Milestone One: Draft of Presentation Timesheet initialed by Supervisor
6	Career Goals 6-1 Journal: Career Goals Timesheet initialed by Supervisor [Instructor] Internship Evaluation form provided to Supervisor (due week 7) [Instructor] Check-In with Supervisor (record in Workplace Contact Log)
7	Ethical Behavior and Practices 7-1 Journal: Professional Ethics and Assessing Your Progress 7-2 Final Project I Submission: Presentation Timesheet initialed by Supervisor [Instructor] Internship Evaluation form completed by Supervisor & returned [Instructor] Submit completed Evaluation form to Blackboard
8	Reflection on the Internship Experience 8-1 Discussion: The Internship Experience 8-2 Final Project II Submission: Reflection 8-3 Student Internship Evaluation (Non-graded) Timesheet initialed by Supervisor [Instructor] Timesheet completed by Supervisor & returned

	[Instructor] Submit completed Timesheet to Blackboard
	[Instructor] Check-In with Supervisor (record in Workplace Contact Log)
	[Instructor] Submit completed Contact Log to Blackboard

Attendance Policy

Online students are required to submit a graded assignment/discussion to Blackboard during the first week of class. If a student does not submit a posting to the graded assignment/discussion during the first week of class, the student is automatically withdrawn from the course for non-participation. Review the full attendance policy.

Late Assignments Policy

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Review the full late assignment policy.

SNHU College of Online and Continuing Education Student Handbook

Review the student handbook.

ADA/504 Compliance Statement

Southern New Hampshire University is dedicated to providing equal access to individuals with disabilities, including intellectual disabilities, in accordance with Section 504 of the Rehabilitation Act of 1973, Title III of the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act of 2008. The university prohibits unlawful discrimination on the basis of disability and takes action to prevent such discrimination by providing reasonable accommodations to eligible individuals with disabilities.

As soon as you become aware of a disability, we encourage you to contact the Online Accessibility Center (OAC) to discuss accommodations for which you may be qualified. Reasonable accommodations are established through an interactive process between the student and the OAC. Note that accommodations are not retroactive and that disability accommodations are not provided until an accommodation letter has been processed.

Contact Information:
Online Accessibility Center
Phone: 866-305-9430
Email: oac@snhu.edu

For questions concerning support services, documentation guidelines, or general disability issues, visit the Online Accessibility Center website.

If you feel you have been denied appropriate disability-related accommodations, including appropriate auxiliary aids and services, you may file a grievance as described in the ADA/504 Grievance Policy found on the Disability Services webpage.

Academic Honesty Policy

Southern New Hampshire University requires all students to adhere to high standards of integrity in their academic work. Activities such as plagiarism and cheating are not condoned by the university. Review the full academic honesty policy.

Copyright Policy

Southern New Hampshire University abides by the provisions of United States Copyright Act (Title 17 of the United States Code). Any person who infringes the copyright law is liable. Review the full copyright policy.

SNHU College of Online and Continuing Education Withdrawal Policy

Review the full withdrawal policy.

Southern New Hampshire University Policies

More information about SNHU policies can be found on the policy page.

Assessment Calibration and Student Work Samples

For the purpose of continuous improvement of our educational training, Southern New Hampshire University's College of Online and Continuing Education may, on occasion, utilize anonymous student work samples for internal professional development and staff training. If you have any questions or concerns, contact your advisor. If you would like to withdraw permission for use of your work, please contact the assessment calibration administrator at assessmentcalibration@snhu.edu. See this document for more information.