A. Description of Course Content

SOCW 4251 SOCIAL WORK FIELD SEMINAR I (2-0) Integration of social work knowledge, theory, and skills learned in the classroom with practical application in a social work setting. Prerequisite: SOCW 2311, 2313, 3301, 3302, 3304, and concurrent enrollment in SOCW 4451. BSW majors only.

B. Student Learning Outcomes

2.1.1. Identify as a professional social worker and conduct oneself accordingly. Social workers serve as representatives of the profession, its mission, and its core values. They know the profession’s history. Social workers commit themselves to the profession’s enhancement and to their own professional conduct and growth. Social workers

- Attend to professional roles and boundaries;
- Demonstrate professional demeanor in behavior, appearance, and communication;
- Use supervision and consultation.

2.1.2: Apply social work ethical principles to guide professional practice. Social workers have an obligation to conduct themselves ethically and to engage in ethical decision-making. Social workers are knowledgeable about the value base of the profession, its ethical standards, and relevant law. Social workers

- Recognize and manage personal values in a way that allows professional values to guide practice;
- Make ethical decisions by applying of the National Association Social Workers Code of Ethics and, as applicable, of the International Federation of Social Workers/International Association of Schools of Social
Work Ethics in Social Worker, Statement of Principles;
• Tolerate ambiguity in resolving ethical conflicts; and
• Apply strategies of ethical reasoning to arrive at principled decisions.

2.1.3: Apply critical thinking to inform and communicate professional judgments. Social workers are knowledgeable about the principles of logic, scientific inquiry, and reasoned discernment. They use critical thinking augmented by creativity and curiosity. Critical thinking also requires the synthesis and communication of relevant information. Social workers

• Distinguish, appraise, and integrate multiple sources of knowledge, including research-based knowledge, and practice wisdom;
• Demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues.

2.1.4: Engage diversity and difference in practice. Social workers understand how diversity characterizes and shapes the human experience and is critical to the formation of identity. The dimensions of diversity are understood as the intersectionality of multiple factors including age, class, color, culture, disability, ethnicity, gender, gender identity and expression, immigration status, political ideology, race, religion, sex, and sexual orientation. Social workers appreciate that, as a consequence of experience, a person’s life experiences may include oppression, poverty, marginalization, and alienation, as well as privilege, power, and acclaim. Social workers

• View themselves as learners and engage those with whom they work as informants.

2.1.5: Advance human rights and social and economic justice. Each person, regardless of position in society, has basic human rights, such as freedom, safety, privacy, an adequate standard of living, health care, and education. Social workers recognize the global interconnections of oppression and are knowledgeable about theories of justice and strategies to promote human and civil rights. Social work incorporates social justice practices in organizations, institutions, and society to ensure that these basic human rights are distributed equally and without prejudice. Social workers

• Understand the forms and mechanisms of oppression and discrimination.

2.1.6: Engage in research-informed practice and practice-informed research. Social workers use practice experience to inform research, employ evidence-based interventions, evaluate their own practice, and use research findings to improve practice, policy, and social service delivery. Social workers comprehend quantitative and qualitative research and understand scientific and ethical approaches to building knowledge. Social workers

• Use practice experience to inform scientific inquiry and
• Use research evidence to inform practice.

2.1.7: Apply knowledge of human behavior and the social environment. Social workers are knowledgeable about human behavior across the life course; the range of social systems in which people live; and the ways social systems promote or deter people in maintaining or achieving health and well-being. Social workers apply theories and knowledge from the liberal arts to understand the biological, social, cultural, psychological, and spiritual development. Social workers

• Utilize conceptual frameworks to guide the processes of assessment, intervention, and evaluation.

2.1.8: Engage in policy practice to advance social and economic well-being and to deliver effective social services. Social work practitioners understand that policy affects service delivery, and they actively engage in policy practice. Social workers know the history and current structures of social policies and services; the role of policy in service delivery; and the role of practice in policy development. Social workers
2.1.9: Respond to contexts that shape practice. Social workers are informed, resourceful, and proactive in responding to evolving organizational, community, and societal contexts at all levels of practice. Social workers recognize that the context of practice is dynamic, and use knowledge and skill to respond proactively. Social workers

2.1.10 (a)-(d): Engage, assess, intervene, and evaluate with individuals, families, groups, organizations, and communities. Professional practice involves the dynamic and interactive processes of engagement, assessment, intervention, and evaluation at multiple levels. Social workers have the knowledge and skills to practice with individuals, families, groups, organizations, and communities. Practice knowledge includes identifying, analyzing, and implementing evidence-based interventions designed to achieve client goals; using research and technological advances; evaluating program outcomes and practice effectiveness; developing, analyzing, advocating, and providing leadership for policies and services; and promoting social and economic justice.

- **Engagement**
  - Substantively and affectively prepare for action with individuals, families, groups, organizations, and communities;
  - Use empathy and other interpersonal skills; and
  - Develop a mutually agreed-on focus of work and desired outcomes.

- **Assessment**
  - Collect, organize, and interpret client data;
  - Assess client strengths and limitations;
  - Develop mutually agreed-on intervention goals and objectives; and
  - Select appropriate intervention strategies.

- **Intervention**
  - Initiate actions to achieve organizational goals;
  - Implement prevention interventions that enhance client capacities;
  - Help clients resolve problems;
  - Negotiate, mediate, and advocate for clients; and
  - Facilitate transitions and endings.

- **Evaluation**
  - Social workers critically analyze, monitor, and evaluate interventions.

C. Required Textbooks and Other Course Materials

This course has no required textbook. Reading assignments will be placed on electronic reserve at the University Central Library or will be placed on Blackboard in the respective week (this is noted in Blackboard). Students are expected to read and be prepared to discuss the content with the class.

D. Additional Recommended Textbooks and Other Course Materials

Additional materials and/or instructions for the upcoming weeks will be listed in Blackboard.

E. Descriptions of Major Assignments and Examinations

1) **Agency Information Form** - Complete the Agency Information Form. This form will assist you in securing the information and you need to effectively begin your internship. Complete all sections. (Please see last pages of syllabus.

2) **Supervision Logs** - Bring your weekly supervision log to class each week. (Addresses EPAS: 2.1.1/2.1.4/2.1.10 (a)-(d)

3) **Practicum Journal** - Write a summary of field experiences
   One thoughtful, in-depth entry will be submitted each week (total of one page).
Each page should have a heading: student’s name, journal entry number, date, agency name, topic (if assigned), the number of cumulative hours. Each entry should be dated. Entries should include personal reflections regarding your professional growth experiences; social work skills and knowledge learned, values issues/questions/conflicts, learning contract tasks accomplished, issues or questions that arose, activities or issues.

Some weeks, you will be asked to address a specific topic in your journal (Please check the calendar for these topic assignment)

Journal entries are to be posted on Blackboard by midnight on class day (Mondays) each week. Journals will not receive points if posted late.

Addresses EPAS: 2.1.1/2.1.2/2.1.4/2.1.9

4) Paper and Presentation of a Micro Intervention

Write a paper and post a Power Point document in the Discussion area of Blackboard. This assignment is designed to help you develop written communication skills as well as to demonstrate your understanding of the helping process used by your agency. Describe one micro case or macro project in which you are/were actively involved. Grading of the case presentation itself will be based on the completion of each area described below (Paper will cover points 1-4, Presentation will cover points 2-4).

1. Give a brief description of agency services.
2. Summarize assessment information.
   - Who is the client (demographic description, no names)? How is the client impacted by social economic status?
   - What is the presenting problem? Use a human behavior theory to support your conclusions.
   - Explain how your client’s culture and ethnicity impacts the presenting problem?
   - What are the client’s strengths? Limitations?
   - Who else is affected by the problem? Consider context, e.g., systems theory.
   - How is your case impacted by policy?
   - How did you collect information regarding this case?

Summarize goal planning, the intervention plan and the actual intervention.

- What needs to be changed? What is likely to change?
- What resources are available?
- What goals and objectives were developed and who developed them? Use a direct practice (micro or macro) and an HBSE theory to support your plan.
- What intervention did you choose? Justify your intervention with relevant social work literature (i.e., evidence-based practice).
- Discuss the client’s motivation, capacity, and ability to change. Again, use a human behavior theory to support your conclusions.
- Describe the tasks and activities that occurred. Discuss these as skills based in direct practice or macro practice.
- What cultural aspects were considered and addressed in assessment and intervention planning?

Summarize your evaluation of the intervention.

- Were the desired outcomes (goals) achieved?
- If outcomes were achieved, how did you terminate the client?
- If outcomes were not achieved, what were the barriers to the success of the plan? Consider HBSE theories. Have the barriers been addressed?
- What is the current status of the case/project?
- What did you and the client learn from this experience that will help you in the future? If you utilize
information from other sources make sure you cite (APA) appropriately.

All references to agencies, cases and specific clients should be kept confidential. (Addresses EPAS: 2.1.3/2.1.4/2.1.5/2.1.7/2.1.8/2.1.10 (a)-(d))

5) Blackboard Assignments: Each student is required to respond to discussion questions posted throughout the course. During week #s 4 and 6 students will complete online assignments via Blackboard in lieu of in-person class attendance. Assignment details will be posted on Blackboard. Each assignment is due by midnight on Saturday of the assignment week. Late assignments will NOT be accepted.

F. Attendance

At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients "begin attendance in a course." UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Blackboard. This date is reported to the Department of Education for federal financial aid recipients. As the instructor of this section,

G. Grading

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels; see "Student Support Services," below.

H. Make-Up Exams

I. Course Schedule

<table>
<thead>
<tr>
<th>WEEK/DATE</th>
<th>TOPIC</th>
<th>REQUIRED READINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Orientation/Learning Contract/Syllabus Review/Paperwork Review</td>
<td>Syllabus</td>
</tr>
<tr>
<td>2.</td>
<td>Holiday</td>
<td>No Class</td>
</tr>
<tr>
<td>3.</td>
<td>Professional Identity and Conduct: Professionalism in the Workplace EPAS: 2.1.1</td>
<td>Agency Form Due</td>
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<tr>
<td></td>
<td>Assignment/Exercise</td>
<td>Journal Entry</td>
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<td>5.</td>
<td>No Class-Blackboard Assignment #1: Cultural Competency/Diversity Personal Reflection</td>
<td>Journal Entry 3: Cultural Competency Strengths/Challenges</td>
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<tr>
<td></td>
<td>EPAS: 2.1.4</td>
<td></td>
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<tr>
<td>6.</td>
<td>Effective Use of Supervision</td>
<td>Weekly Supervision Logs Journal Entry 4</td>
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<tr>
<td>8.</td>
<td>Engagement Class Exercise EPAS: 2.1.10a</td>
<td>Mid Term Evaluations Due (10/10) Journal Entry 6</td>
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<tr>
<td>9.</td>
<td>No Class-Blackboard Assignment #2: Assessment and HBSE EPAS: 2.1.7; 2.1.10b</td>
<td>Journal Entry 7</td>
</tr>
<tr>
<td>10.</td>
<td>Intervention and Theory: HBSE and Direct Practice EPAS: 2.1.10c</td>
<td>Journal Entry 8</td>
</tr>
<tr>
<td>11.</td>
<td>Evaluation EPAS: 2.1.10d</td>
<td>Journal Entry 9</td>
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<tr>
<td>12.</td>
<td>No Class - Blackboard Assignment #3: Abstract on Micro Paper</td>
<td>Journal Entry 10</td>
</tr>
<tr>
<td>13.</td>
<td>Group Presentations</td>
<td>Presentations</td>
</tr>
<tr>
<td>14.</td>
<td>Group Presentations</td>
<td>Presentations</td>
</tr>
<tr>
<td>15.</td>
<td>Group Presentations</td>
<td>Final Evaluations Due Presentations</td>
</tr>
<tr>
<td>16.</td>
<td>Final Week of Field</td>
<td>No Class</td>
</tr>
</tbody>
</table>

All assignments are to be submitted through Blackboard to the instructor. Due dates are noted above in the Grade Calculation chart. If the assignment is received after the date and time deadline or it is received but unable to be viewed by the professor, the assignment will be considered late until the problem is corrected and points will be deducted according to the late assignment policy below.

PLEASE NOTE: Written assignments are not accepted by fax, hard copy or email.

Late Assignments

What is that? Late assignments don’t exist and so cannot be graded.

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.

J. Expectations for Out-of-Class Study

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional three hours (for each hour of class or lecture per week) of their own time in course-related activities, including reading required materials, completing assignments, preparing for assignments and exams, and reviewing online content, etc.

K. Grade Grievances

L. Student Support Services

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.

The IDEAS Center (2nd Floor of Central Library) offers free tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. To schedule an appointment with a peer tutor or mentor email IDEAS@uta.edu or call (817) 272-6593.

The UT Arlington School of Social Work community is committed to and cares about all of our students. If you or someone you know feels overwhelmed, hopeless, depressed, and/or is thinking about dying by suicide or harming oneself or someone else, supportive services are available. For immediate, 24-hour help call MAVS Talk at 817-272-TALK (817-272-8255). For campus resources, contact Counseling and Psychological Services (817-272-3671 or visit http://www.uta.edu/caps/index.php) or UT Arlington Psychiatric Services (817-272-2771 or visit https://www.uta.edu/caps/services/psychiatric.php) for more information or to schedule an appointment. You can be seen by a counselor on a walk-in basis every day, Monday through Friday, from 8:00 AM to 5:00 PM in Ransom Hall, Suite 303. Getting help is a smart and courageous thing to do - for yourself and for those who care about you.

M. Librarian to Contact

The Social Sciences/Social Work Resource Librarian is Brooke Troutman. Her office is in the campus Central Library. She may also be contacted via E-mail: brooke.troutman@uta.edu or by phone: (817)272-5352 below are some commonly used resources needed by students in online or technology supported courses: http://www.uta.edu/library/services/distance.php

The following is a list, with links, of commonly used library resources:
Library Home Page........................ http://www.uta.edu/library
Subject Guides............................ http://libguides.uta.edu
Subject Librarians....................... http://library.uta.edu/subject-librarians
Course Reserves.......................... http://pulse.uta.edu/vwebv/enterCourseReserve.do
Library Tutorials ......................... http://library.uta.edu/how-to
Connecting from Off-Campus........... http://libguides.uta.edu/offcampus
Ask a Librarian........................... http://ask.uta.edu

N. Emergency Exit Procedures

Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exits, which are the stairwells located at either end of the adjacent hallway. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

O. Drop Policy

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration
period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see
an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way
through the term or session. It is the student’s responsibility to officially withdraw if they do not plan to attend
after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain
types of financial aid administered through the University may be required as the result of dropping classes or
withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/aaoo/).

**P. Disability Accommodations**

UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity
legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments
Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to
provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of
disability. Students are responsible for providing the instructor with official notification in the form of a letter
certified by the Office for Students with Disabilities (OSD). Only those students who have officially
documented a need for an accommodation will have their request honored. Students experiencing a range of
conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished
academic performance or other barriers to learning may seek services and/or accommodations by contacting:

**The Office for Students with Disabilities, (OSD) www.uta.edu/disability** or calling 817-272-3364.
Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations
can be found at www.uta.edu/disability.

**Counseling and Psychological Services, (CAPS) www.uta.edu/caps/** or calling 817-272-3671 is also
available to all students to help increase their understanding of personal issues, address mental and behavioral
health problems and make positive changes in their lives.

**Q. Non-Discrimination Policy**

*The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion,
age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational
programs or activities it operates. For more information, visit uta.edu/eos.*

**R. Title IX Policy**

The University of Texas at Arlington ("University") is committed to maintaining a learning and working
environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education
Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or
activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment;
and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination
and will not be tolerated. For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Michelle
Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu

**S. Academic Integrity**

Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that
values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group
collaborations, and I will appropriately reference any work from other sources. I will follow the
highest standards of integrity and uphold the spirit of the Honor Code.*
UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System Regents' Rule 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at https://www.uta.edu/conduct/. Faculty are encouraged to discuss plagiarism and share the following library tutorials http://libguides.uta.edu/copyright/plagiarism and http://library.uta.edu/plagiarism/

T. Electronic Communication

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

U. Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit http://www.uta.edu/news/info/campus-carry/.

V. Student Feedback Survey

At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit http://www.uta.edu/sfs.

W. Final Review Week

For semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.