YOUR CALLING. OUR PASSION.

GNSA 296 Prior Learning Seminar
SAMPLE

Faculty Information

Professor: Christine Battaglia
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Phone: 417-865-2815 ext. 8268
Office hours: by appointment

Course Information

Credit hours: 1 credit hour
Location: Online (Course Commons)

Required Textbooks

No textbook required

Evangel University Mission Statement

Evangel University is a comprehensive Christian university committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the Church and society globally.

Course Description

This course serves as a vehicle through which students in the Adult Studies program can prepare a portfolio for the award of academic credit based on learning attained through life/work experiences. The student will learn theories and processes of adult learning and identify and document those learning experiences and competencies that equate to the content and competencies addressed in University courses.

Course Purpose

This seminar is designed as an educational process to facilitate an adult student's review of his or her prior experiential learning in order to be awarded appropriate academic credit. *Students are eligible to take Prior Learning Seminar once they have passed ENGA 110—Composition and Grammar for the Professional (or approved equivalent).*

Course Objectives

1. The student will create a current resume that is formatted correctly with no misspellings and organize a list of Prior Learning experiences to assess the availability of college level learning.
2. The student will show comprehension of Kolb's theory by distinguishing types of learning, including traditional, experiential, and college level.
3. The student will demonstrate understanding of Kolb's theory by recalling a past work experience and applying it to all four parts of Kolb's experiential learning.
4. The student will identify collegiate resources to classify their learning experience.
5. The student will explain and defend in writing their work experiences using experiential learning.

Course Format

The course material is organized into weekly modules. Each week will involve reading assignments, quizzes, learning activities, and a discussion. Some weeks will also a project.

The weeks will begin on Wednesday **and end on** Tuesday**.** Discussions will generally have initial posts due by Saturday at 10pm with peer replies due by subsequent Tuesday at 10pm.

How to accomplish each week:

1. In the weekly module, start with the Introduction page, which will provide an introduction for the week and an explanation of the various assignments.
2. Complete all assignments.
3. Contribute an initial post to the weekly discussion by Saturday evening.
4. Reply to 2 peer initial posts in the weekly discussion.

   A **post** is message that is sent to a group. **Initial posts** are the first required student posts answering specific questions or presenting research as per the discussion prompt. **Peer replies** are student responses to colleague posts (initial or other response posts).

5. Complete any assigned essays or papers.
6. Review the feedback form the professor and the replies from your peers in the discussion.

Course Schedule

Week	Assignment	Due Date	Points Possible
Week 1 8/28-9/3	Syllabus Quiz	8/31, 10pm CST	10
	Discussion Question #1 Initial Post	8/31, 10pm CST	10
	Discussion Question #1 Responses	9/3, 10pm CST	10 (2 @ 5 pts each)
	Resume	9/3, 10pm CST	10
	Prior Learning Checklist	9/3, 10pm CST	10
Week 2 9/4-9/10	Discussion Question #2 Initial Post	9/7, 10pm CST	10

	Discussion Question #2 Responses	9/10 10pm CST	10 (2 @ 5 pts each)
Week 3 9/11-9/17	Quiz	9/14, 10pm CST	20
	Discussion Question #3 Initial Post	9/14, 10pm CST	10
	Discussion Question #3 Responses	9/17, 10pm CST	10 (2 @ 5 pts each)
Week 4 9/18-9/24	Summary-Rough Draft	9/21, 10pm CST	20
	Discussion Question #4 Initial Post	9/21, 10pm CST	10
	Discussion Question #4 Responses	9/24, 10pm CST	10 (2 @ 5 pts each)
Week 5 9/25-10/1	Final Summary	10/1,10pm CST	10
	Request Form	10/1, 10pm CST	10
	TOTAL		**170***

*Students must earn at least 136 points out of 170 to pass the course.

Course Policies and Requirements

Preparation

In order to succeed in this class, students should arrange to have regular access to a computer, the internet, Evangel email and Course Commons. This class will use Course Commons for all course communication, interaction, content, announcements, collaboration and assignments.

The online course will consist of weekly activities (in the form of quizzes, assignments, and discussions) and teacher resources.

- All assignments are due on the date and time specified on the Course Commons Course Calendar and in the various Course Commons course modules/activities.

- All students are expected to communicate with the teacher any concerns, technical difficulties, and/or questions they may have via discussion board, email, phone call, or face-to-face appointment.
- Students are expected to follow the layout of the online course.
- Students are expected to have daily access to:
  - A computer o The Internet o Evangel Email
- All assignments need to be submitted in .docx or .doc format (MS Word).
  - Microsoft Office 2013 is available on all Evangel campus computers and as a free download for all Evangel students. Please contact the Evangel IT Helpdesk for more information.
  - Google Docs will convert/save documents to the .doc or .docx format, but requires a Google username and password: [Google Docs Sign-in](#)
- All students will submit homework as directed: o Via Course Commons assignment o Submission through Course Commons quizzes o Post via Course Commons discussion
- Suggested web browsers:
  - Mozilla Firefox: https://www.mozilla.org/en-US/firefox/new/
  - Google Chrome: https://www.google.com/chrome/browser/

Before the class starts:

Students who have academically registered will have access to Course Commons and this course seven (7) days before the official beginning of the semester. This does not mean all course content will be ready. Release of course content will be the prerogative of the professor. If financial registration is not completed by the deadline, access to Course Commons will be revoked and all submitted work will be lost. When financial registration is then completed, access will be granted, again. Make-up work for items lost will be at the discretion of the professor.

After the class is over:

At the end of the course, students will have read-only access to the course materials via Course Commons. No assignments can be completed or submitted after the end of the class. Read-only access is intended to allow students to review feedback and grades, as well as access any references that may be needed for future classes.

WHAT'S NEXT??

Once students have successfully passed the Prior Learning Seminar course, they may make formal application for prior learning credit through the Adult & Graduate Studies office. Portfolios will include the Request for Credit form, Prior Learning Summary, supporting documentation, and applicable evaluation fees. It is recommended that this information be submitted in a 3-ring binder, folder, or spiral-bound notebook. Please refer to the Request Process file under the Course Materials module in Course Commons for additional information.

Once the course has ended and students no longer have access to the course in Course Commons, prior learning materials and documents can be found in the AGS Community in Course Commons.

*Student (**what to do and know**)*

- Email: Students should check their Evangel University email account daily for announcements, course communications, reminders, and for submitting specific course questions.
- Emails to the professor: the subject line of any email should contain the course code, the student's name and a brief reason for the email.
- Course Commons Email: students can send email to the professor through Course Commons. For instructions on forwarding Course Commons email to your EU student email or personal email account, visit the Adult Studies Student Forum in Course Commons, click on Course Commons training, and select Course Commons email.
- Discussions: There will be several different discussion forums throughout the course. Content forums will have interaction directions posted within the forums. The general discussion forum will be where students can ask general course questions.
- Phone & Face-to-Face Meetings: Phone conversations and face-to-face meetings may be pre-arranged by appointment. Please contact the professor for available times.
- Course Announcements: Daily and/or weekly course announcements will be posted on the course's homepage in Course Commons. Please check them daily.

*Professor (**what the student can expect**)*

- Email: All student emails will be answered within 24 hours of receipt during the regular business week and 48 hours during weekends.

- Discussions: The professor will interact with student postings as needed and as often as deemed necessary.
- Phone & Face-to-Face Meetings: Phone conversations will be through Evangel office phone lines. Face-to-face meetings will be conducted on campus. Please call or email for arrangements.
- Course Announcements: Any change in the course schedule or assignments will be posted via Announcements in Course Commons at least 12 hours in advance. Additionally, video announcements may be used to communicate important course information.

Assessment

All course grades will be recorded and shown through Course Commons within 72 hours of the due date. Select Grades from the navigation pane on the left hand side of the course to view your current grade.

Grade Determination

Grading for GNSA 296 will be Pass or Fail.

A grade of P will be given for the course only if all assignments are submitted and deemed acceptable. Attendance, whether in the classroom or online, is a requirement for successful completion. **A final grade of 80% (at least 136 points earned) or higher is considered passing.**

A grade of F will be given for the course if the student earns a final grade below 80% or if assignments are not completed or are unacceptable in terms of content, scope, depth and/or documentation.

Credit Posting

You will receive one elective credit for completion of this course. After completing course requirements, you will be eligible to submit prior learning for assessment. Prior learning credits will be posted as P for pass, and are not calculated into GPA or applicable to academic honors.