

**City University of Hong Kong
Course Syllabus**

**offered by Department of Social and Behavioural Sciences
with effect from Semester A 2017/18**

Part I Course Overview

Course Title: Introduction to Fieldwork Learning

Course Code: SS3279

Course Duration: One Semester

Credit Units: 1

Level: B3

Proposed Area:
(for GE courses only)

Arts and Humanities

Study of Societies, Social and Business Organisations

Science and Technology

Medium of Instruction: English

Medium of Assessment: English

Prerequisites:
(Course Code and Title) SS2105 Introduction to Social Work and
SS2275 / SS2275A Self Development Laboratory

Precursors:
(Course Code and Title) Nil

Equivalent Courses:
(Course Code and Title) SS2292 Introduction to Fieldwork Learning

Exclusive Courses:
(Course Code and Title) Nil

Part II Course Details

1. Abstract

This course aims to enable students to meet partially the requirements set by the Social Workers Registration Board regarding practicum training.

This course aims to enable students to

- 1.1 understand the legal, ethical and professional standards of social work practice in the local context of Hong Kong;
- 1.2 understand themselves from various dimensions in order to facilitate the use of self as a basic tool in social work practice;
- 1.3 understand how to learn effectively in field instruction; and
- 1.4 be sensitive to issues of integration of theories with practice in social work practice.

2. Course Intended Learning Outcomes (CILOs)

(CILOs state what the student is expected to be able to do at the end of the course according to a given standard of performance.)

No.	CILOs [#]	Weighting* (if applicable)	Discovery-enriched curriculum related learning outcomes (please tick where appropriate)		
			A1	A2	A3
1.	Describe knowledge and skills relevant to effective learning in social work practicum.	20%	✓		
2.	Describe the unique mode of field instruction and criteria of performance evaluation for the practicum courses.	20%	✓		
3.	Describe commonly used practice frameworks and issues of integration of theory and practice.	10%	✓		
4.	Describe legal knowledge relevant to social work practicum situations.	10%	✓		
5.	Apply ethical theories in dealing with ethical dilemmas and differentiate professional and nonprofessional behaviours in accordance with the Code of Practice.	40%		✓	
		100%			

* If weighting is assigned to CILOs, they should add up to 100%.

[#] Please specify the alignment of CILOs to the Gateway Education Programme Intended Learning outcomes (PILOs) in Section A of Annex.

A1: Attitude

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

A2: Ability

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to self-life problems.

A3: Accomplishments

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

3. Teaching and Learning Activities (TLAs)

(TLAs designed to facilitate students' achievement of the CILOs.)

TLA	Brief Description	CILO No.					Hours/week (if applicable)
		1	2	3	4	5	
Reading, Mini-lecture, Question and Answer	Students will be given a specially designed learning package for preparation. Relevant concepts, theories, knowledge, professional requirements, as well as principles for ethical and reflective practice are covered and will only be briefly introduced in the class. Clarifications will be facilitated through question-and-answer as well as discussion. At the end of selected lectures, the lecturer may ask students to draw a concept map or write down the key points of the topic that they find it most difficult to understand in the lesson or questions that they want to raise. In the next lecture, the lecturer provides feedback.	✓	✓	✓	✓	✓	
Case Discussion	Real cases will be used for students to apply what they learn through studying the learning package at home and class discussion in analysing specific situations. Emphasis will be put on applying relevant knowledge and practice principles to handle the case-situations. Students will form small groups for discussion on the cases.	✓	✓			✓	

4. Assessment Tasks/Activities (ATs)

(ATs are designed to assess how well the students achieve the CILOs.)

Assessment Tasks/Activities	CILO No.					Weighting*	Remarks
	1	2	3	4	5		
Continuous Assessment: <u>100</u> %							
Mid-term Quiz	✓	✓				30%	
End-of-Term Quiz	✓	✓	✓	✓	✓	70%	
Examination: _____% (duration: _____, if applicable)							
						100%	

* The weightings should add up to 100%.

5. Assessment Rubrics

(Grading of student achievements is based on student performance in assessment tasks/activities with the following rubrics.)

Assessment Task	Criterion	Excellent (A+, A, A-)	Good (B+, B, B-)	Fair (C+, C, C-)	Marginal (D)	Failure (F)
1. Mid-term Quiz	ABILITY to DESCRIBE with ACCURACY concepts, knowledge, skills, theories and principles for effective learning in Practicum.	Correctly answer 75-100% of the questions.	Correctly answer 60-74% of the questions.	Correctly answer 45-59% of the questions.	Correctly answer 40-44% of the questions.	Correctly answer less than 40% of the questions.
2. End-of-Term Quiz	<p>2.1 ABILITY to DESCRIBE with ACCURACY concepts, knowledge, skills, theories and principles for effective learning in practicum.</p> <p>2.2 ABILITY to APPLY social science knowledge in analysing an ethical dilemma in social work practice.</p>	<p>Correctly answer 75-100% of the questions.</p> <p>High</p>	<p>Correctly answer 60-74% of the questions.</p> <p>Significant</p>	<p>Correctly answer 45-59% of the questions.</p> <p>Moderate</p>	<p>Correctly answer 40-44% of the questions.</p> <p>Basic</p>	<p>Correctly answer less than 40% of the questions.</p> <p>Not even reaching marginal levels</p>

Part III Other Information (more details can be provided separately in the teaching plan)

1. Keyword Syllabus

(An indication of the key topics of the course.)

Learning new roles; Understanding learning in practicum; Understanding your own learning style; Practicum learning strategies; Integration of theory with practice in fieldwork; Ethical theories and ethical dilemmas; Code of Practice; Professional and nonprofessional behaviours; Workload and Structured Tasks; Legal knowledge relevant to social work practicum; Recording practice; Working with practicum instructor and agency staff; Uses and limitations of practicum supervision; Effective communication within a practicum organization; Expectations on practicum students; Administrative briefing; Assessment and Moderation of Practicum; Expectations on practicum students.

2. Reading List

2.1 Compulsory Readings

(Compulsory readings can include books, book chapters, or journal/magazine articles. There are also collections of e-books, e-journals available from the CityU Library.)

1.	Chu, L. L. K. et al. (Eds.). (2010). <i>Rethinking on professional conduct of social workers: Casebook of disciplinary inquiries</i> . H.K.: Social Workers Registration Board.
2.	Kwong, W. M., & Lee, T. Y. (2014). <i>Making the best out of field practicum: Field instruction manual</i> . HK: Department of Applied Social Sciences, City University of Hong Kong.
3.	Kwong, W. M., Lee, T. Y., & Chee, P. (Eds.). (2014). <i>Documenting practice in field practicum: Examples, illustrations and feedback</i> (3rd ed.). HK: Department of Applied Social Sciences, City University of Hong Kong. January, 1997.
4.	Lee, T. Y., & Chan, K. H. (2014). <i>First level integration of theory with practice in field practicum</i> . HK: Department of Applied Social Sciences, City University of Hong Kong. (21 pages).
5.	<i>Practicum Handbook</i> (Bachelor of Social Work [Hons.]) published by the Department of Applied of Social Sciences.

2.2 Additional Readings

(Additional references for students to learn to expand their knowledge about the subject.)

1.	Moore, L. S., Dettlaff, A. J., & Dietz, T. J. (2004). Using the Myers-Briggs type indicators in field education supervision. <i>Journal of Social Work Education</i> , 40(2): 337-349. Retrieved on February 29, 2008, from ProQuest Education Journals database. (Document ID: 884377561).
2.	Kwong, W. M., Lee, T. Y., Mak, H. W., & others (Members, Sub-groups on Case Recording and Referral, Report and Minutes of Meeting, and Project Proposal and Correspondence) (2002). <i>English writing reference kit for social workers</i> . Hong Kong: Advisory Committee on Social Work Training and Manpower Planning. (CD-ROM also available).
3.	Royse, D., Dhooper, S. S., & Rompf, E. L. (2003). <i>Field instruction: A guide for social work students</i> . (4 th ed.). New York: Longman.
4.	Sheafor, B. W., Horejsi, C. R., & Sheafor, G. A. (2012). <i>Techniques and guidelines for social work practice</i> (9 th ed.). Boston: Allyn and Bacon. (HV91.S48).

5.	朱亮基等編 (2010) 。 <i>社工專業操守的再思：紀律研訊案例彙編</i> 。香港：社會工作者註冊局。
6.	李德仁 (2004) 。再思「溫故知新」：從教育心理學、儒家學知思行學說、倫理學、哲學及詮釋學探討社會工作實務的反思 (本文試圖從哲學認識論、詮釋學、教育心理學、倫理學等方面對社會工作實務的反思(reflective practice)，給予闡釋，對反思的機制、過程和特徵作探討；剖析社會工作員成長的模式和難關；探討社工反思的內容和方法，並提出反思的幾點原則要求。) Keynote speech delivered in the Symposium on Learning to Practice / Learning in Practice. June 18-19, 2004. City University of Hong Kong.
7.	李德仁 (2006) 。怎樣學好社會工作專業？刊於甘炳光、陳偉道、文錦燕編著 《堅守信念—給社工學生的30封信》。香港：香港城市大學出版社。頁 189-200。 HV40 .G34 2006
8.	鄭偉文、李德仁 (2005) 。社工之藝-- 實務中「機巧處變」的能力。載於鄭偉文、李德仁編製「實務智庫 4」。香港：城市大學。(DVD)
9.	鄭偉文 (2001) 。「從實務訓練中學習」。香港：城市大學。(VCD)
10.	鄭偉文 (2001) 。「教學上如何適切學生的學習模式」。香港：城市大學。(VCD)
11.	羅肖泉著 (2005) 。 <i>踐行社會正義: 社會工作價值與倫理研究</i> 。北京市：社会科学文獻出版社。 HV10.5 .L86 2005
12.	Frederic G. Reamer 著；包承恩, 王永慈主譯；郭瓊灑, 鍾曉慧譯 (2000) 。 <i>社會工作價值與倫理 Social work values and ethics</i> . 台北：洪葉文化事業有限公司。 HV10.5 .R42712 2000

Web Resources

1.	Web Resource for Field Instruction (T.Y LEE) (http://www7.cityu.edu.hk/sspltr/p1/web_res/index.htm)
2.	Practice Teaching, Learning & Research (T.Y LEE) (http://www7.cityu.edu.hk/sspltr/)
3.	Social Work Registration Board (http://www.swrb.org.hk/)
4.	Social Work Resources – Ethics (http://pages.prodigy.net/lizmitchell/volksware/ethics.htm)