

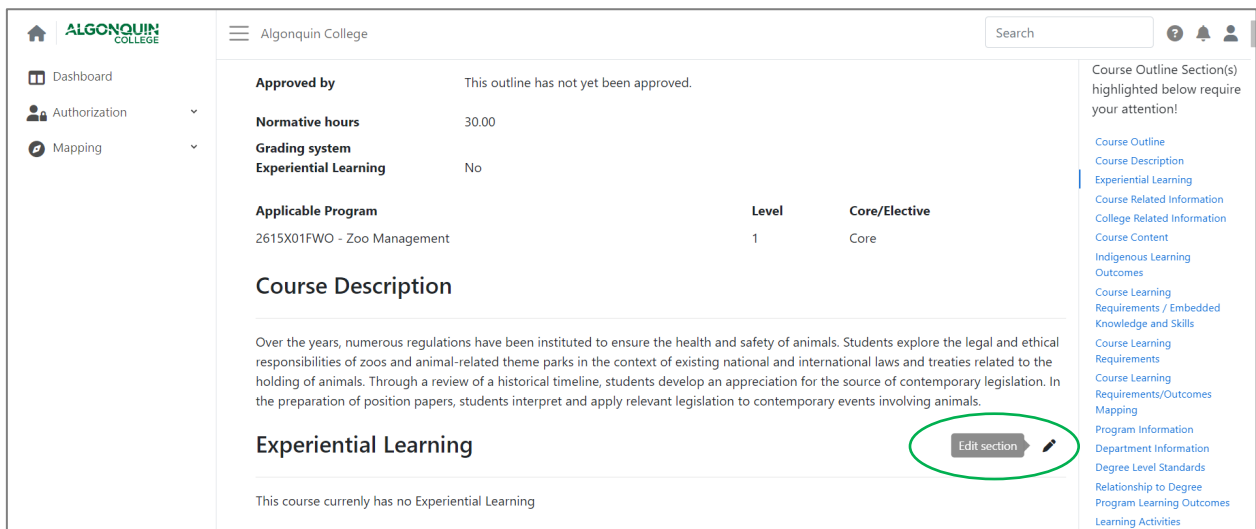
COMMS – COURSE OUTLINE WRITER: ADDING EXPERIENTIAL LEARNING TO A COURSE OUTLINE

The **Experiential Learning** (EL) section of the Course Outline may be edited upon request. If the Course Outline Writer/Owner believes the course does include Experiential Learning based on the below definitions, they can reach out to the Program Coordinator for guidance, who in turn will request that the COMMS team ‘unlock’ this section for edit.

Once the section is available for edit, it will appear in both the navigation menu on the right side of the page and in the Course Outline body.

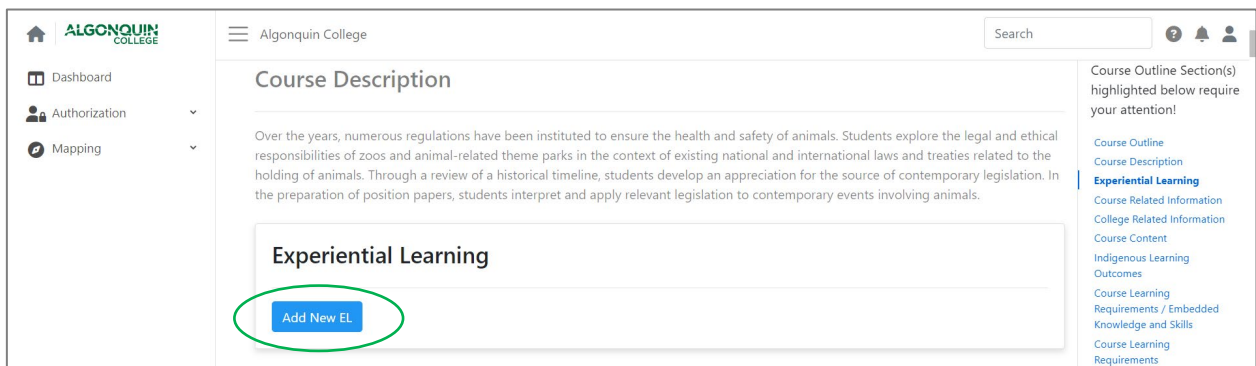
To Edit Experiential Learning:

- Click the **pencil icon** to open the Experiential Learning section.



The screenshot shows the Algonquin College Course Outline Writer interface. The left sidebar contains navigation options: Dashboard, Authorization, and Mapping. The main content area displays course details for '2615X01FWO - Zoo Management'. The 'Experiential Learning' section is currently empty, with a message stating 'This course currently has no Experiential Learning'. A green circle highlights the 'Edit section' button with a pencil icon. The right sidebar shows a list of course outline sections, with 'Experiential Learning' highlighted in blue.

- Click **“Add New EL”** to add a new Experiential Learning item.



The screenshot shows the Algonquin College Course Outline Writer interface. The left sidebar contains navigation options: Dashboard, Authorization, and Mapping. The main content area displays the 'Course Description' section. Below it, the 'Experiential Learning' section is visible, and a blue button labeled 'Add New EL' is circled in green. The right sidebar shows a list of course outline sections, with 'Experiential Learning' highlighted in blue.

- Select an EL type from the drop-down menu. (For more information on EL types, see [Types of Experiential Learning](#) on pages 4-5 of this document.)

ALGONQUIN COLLEGE

Algonquin College

Search

Dashboard

Authorization

Mapping

Experiential Learning

Type:

Description:

Hours:

Comments:

Cancel Add

Course Outline Section(s) highlighted below require your attention!

- Course Outline
- Course Description
- Experiential Learning**
- Course Related Information
- College Related Information
- Course Content
- Indigenous Learning Outcomes
- Course Learning Requirements / Embedded Knowledge and Skills
- Course Learning Requirements
- Course Learning Requirements/Outcomes Mapping
- Program Information
- Department Information
- Degree Level Standards
- Relationship to Degree
- Program Learning Outcomes
- Learning Activities

- Selecting an EL type will auto-populate a description.
- Next, enter the number of EL hours, and any comments.

ALGONQUIN COLLEGE

Algonquin College

Search

Dashboard

Authorization

Mapping

Experiential Learning

Type:

Description:

Hours:

Comments:

Cancel Add

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- Once complete, click **“Add.”**

ALGONQUIN COLLEGE

Algonquin College

Search

Dashboard

Authorization

Mapping

Experiential Learning

Type:

Description:

Hours:

Comments:

Cancel Add

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- If you would like to add additional EL items, click **“Add New EL.”**

- If you need to revise an item, click the **pencil icon**.
- If you need to delete an item, click the **trash icon**.
- Once this section is complete, click **“Save.”**

ALGONQUIN COLLEGE

Algonquin College

Search

Dashboard

Authorization

Mapping

Experiential Learning

Type:	Co-op
Description:	Definition: A Cooperative Education program formally integrates a student's academic studies with scheduled hours of work experience. Usually, the student alternates classroom learning with periods of experience in career-related fields.
Hours:	100
Comments:	

Add New EL

Course Related Information

Course Outline Section(s) highlighted below require your attention!

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- Course Learning Requirements
- Course Learning Requirements/Outcomes
- Mapping
- Program Information
- Department Information
- Degree Level Standards
- Relationship to Degree
- Program Learning Outcomes
- Learning Activities
- Essential Employability Skills
- Evaluation / Earning Credit

Cancel Save

- Once selected and saved, the course outline will show EL in the basic course information.

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Algonquin College

Search

Dashboard

Authorization

Mapping

ZOO1000

Animal Rights and Regs

Course Outline

2022-2023

Pre-requisite(s)	N/A
Co-requisite(s)	N/A
Prepared by	This outline has not yet been submitted for approval.
Approved by	This outline has not yet been approved.
Normative hours	30.00
Grading system	
Experiential Learning	Yes

Applicable Program	Level	Core/Elective
2615X01FWO - Zoo Management	1	Core

Course Outline Section(s) highlighted below require your attention!

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- Course Learning Requirements
- Course Learning Requirements/Outcomes
- Mapping
- Program Information
- Department Information
- Degree Level Standards
- Relationship to Degree Program
- Learning Outcomes
- Learning Activities
- Essential Employability Skills
- Evaluation / Earning Credit
- Evaluation / Knowledge & Skills
- Relationship to General Education Learning Outcomes
- General Education Theme Areas()

Types of Experiential Learning

Co-op

A Cooperative Education program formally integrates a student's academic studies with scheduled hours of work experience. Usually, the student alternates classroom learning with periods of experience in career-related fields.

- **Remuneration:** Yes
- **Evaluation Responsibility:** Employers and faculty
- **AC Employee Role:** Co-op office validates and approves opportunities and monitors student progress
- **Commitment:** full-time commitment lasting at least four months.
- **Necessary for Program Completion?:** If mandatory, yes; if optional, no
- **MTCU Instructional Setting:** Co-operative education work placement

Clinical Placement

Scheduled hours of activities intended to give students hands-on experience in a hospital or health care setting.

- **Remuneration:** No
- **Evaluation Responsibility:** College faculty, workplace supervisors or a combination
- **AC Employee Role:** Students are continually supervised directly by college employees or individuals working on behalf of the college.
- **Commitment:** Minimum time commitment is predetermined by regulating body
- **Necessary for Program Completion?:** Yes
- **MTCU Instructional Setting:** Clinical

Field Placements

Scheduled hours of activities that take place at a workplace and are intended to give student hands-on experience. Students are monitored by a workplace supervisor.

- **Remuneration:** No
- **Evaluation Responsibility:** College faculty, workplace supervisors or a combination
- **AC Employee Role:** College employees provide support by validating opportunities, assisting with problem solving and monitoring student progress
- **Commitment:** Provincial Average: 250 Hours
- **Necessary for Program Completion?:** If mandatory, yes; if optional, no
- **MTCU Instructional Setting:** Field placement/work placement

Field Projects

Scheduled or unscheduled hours of activities that may or may not take place within a workplace but allow students to work with employers in order to provide hands-on work experience.

- **Remuneration:** No
- **Evaluation Responsibility:** College faculty, workplace supervisors or a combination
- **AC Employee Role:** College employees validate opportunities, facilitate relationships, and support students and employers throughout the project.
- **Commitment:** Provincial Average: 162 Hours
- **Necessary for Program Completion?:** If mandatory, yes; if optional, no
- **MTCU Instructional Setting:** Laboratories/workshops/fieldwork

Applied Research Projects

Scheduled or unscheduled opportunities intended to enhance students' work and life skills by bringing them together with faculty, staff and community partners to tackle real world challenges.

- **Remuneration:** No
- **Evaluation Responsibility:** College faculty/applied research reps, workplace supervisors or a combination
AC Employee Role: Applied Research representatives and faculty members validate opportunities, facilitate relationships, and support students and employers throughout the project.
- **Commitment:** Provincial Average: 162 Hours
- **Necessary for Program Completion?:** If mandatory, yes; if optional, no
- **MTCU Instructional Setting:** Laboratories/workshops/fieldwork

Community Service Learning

Scheduled or volunteer experiential learning opportunities intended to enhance students' work and personal development by bringing them together with community partners to address local public social issues and community needs.

- **Remuneration:** No
- **Evaluation Responsibility:** College faculty, workplace supervisors or a combination
- **AC Employee Role:** College employees provide support by validating opportunities, assisting with problem solving and monitoring student progress.
- **Commitment:** Provincial Average: 180 Hours*
- **Necessary for Program Completion?:** If mandatory, yes; if optional, no
MTCU Instructional Setting: Varies

Learning Enterprises

Learning enterprises combine real clients with simulated workplace environments that are created on an Algonquin campus or learning environment.

- **Remuneration:** No
 - **Evaluation Responsibility:** College faculty
 - **AC Employee Role:** College employees supervise students and assist with problem-solving and monitoring.
 - **Commitment:** Varies
 - **Necessary for Program Completion?** If mandatory, yes; if optional, no
 - **MTCU Instructional Setting:** Laboratories/workshops/fieldwork
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