

**AMBERTON UNIVERSITY**  
**SYLLABUS FOR LECTURE/CLASSROOM COURSE**

**CSL6839.01 Pre-Practicum Professional Counseling**  
**Winter 2020**  
**Location: Garland**

**PROFESSOR INFORMATION:**

Name: Verlene Springer  
Phone Number: 972-279-6511 ext. 161  
Faculty Fax #: 972-686-5890  
Office Location: Garland Office "F"  
Office Hours: 5:30-6:30 Thursdays  
Email Address: VSpringer@Amberton.edu

**COURSE INFORMATION:**

CSL6839(.01 #) Pre-Practicum professional Counseling  
Level: Graduate  
Beginning Date of Session: Saturday, December 7, 2019  
Ending Date of Session: Thursday, February 27, 2020  
The first class meeting is **Thursday, December 12**, in Room **19, Garland**)

All Monday-Thursday lecture classes begin promptly at 6:30 p.m.  
All Saturday lecture classes begin promptly at 8:30 a.m.

**Winter Holiday Break:**

**Friday, December 20, 2019 through Friday, January 3, 2020**  
**(Classes resume on Saturday, January 4, 2020)**

**COURSE PREREQUISITES:**

**Prior to enrollment in Pre-Practicum in Professional Counseling, students must meet the following requirements:**

- 1. All coursework completed (except for Practicum courses)**
- 2. GPA of 3.00 or higher**
- 3. Be in good academic standing**

**Note: The Professional Counseling Portfolio must be successfully completed prior to the end of the Pre-Practicum class to be eligible to enroll in Practicum I for the next session.**

**TEXTBOOK(S) AND REQUIRED MATERIALS:**

Title: Man's Search for Meaning (Optional\*)  
Author: Victor Frankl  
Publisher: Beacon Press  
Year Published: 2006  
Edition: Any  
ISBN: 10: 0807014273 or 13: 9780807014271  
Price: Available at <http://amberton.ecampus.com>

Amberton University has an agreement with eCampus.com to provide a full-service online bookstore to students. The Amberton University Virtual Bookstore is accessible through the University's website, [www.Amberton.edu](http://www.Amberton.edu). There is also a bookstore link in the Student Portal.

The AU Virtual Bookstore provides an easy to use interface, online buyback of books, and same day shipment of most titles with an average delivery time of 2-3 days depending on the student's location. Textbook options include new, used, rental, and electronic media as available.

Since no books are sold on campus, students should plan accordingly and purchase their books in advance of the first day of class, allowing time for shipping. Be certain you are enrolled in the course before purchasing your book(s). All textbook information (Title, Author, ISBN, etc.) is available in course syllabi so students can shop competitively. Most textbooks can be purchased from many different textbook vendors. Some textbooks may only be available on the University's Virtual Bookstore. Students should be careful to obtain the exact resource(s) required for the course.

### **APA Requirement**

APA (American Psychological Association) style is most commonly used to cite sources within the social sciences. This resource, revised according to the 6<sup>th</sup> edition, second printing of the APA manual, offers examples for the general format of APA research papers, in-text citations, endnotes/footnotes, and the reference page. For more information, please consult the *Publication Manual of the American Psychological Association*, (6<sup>th</sup> ed., 2<sup>nd</sup> printing). All coursework at Amberton University will comply with the standards contained in the APA Publication Manual.

### **COURSE COMPETENCIES:**

The following represents the course competencies for this class. Competencies are equivalent for all lecture and distance learning courses. Following each competency is the assignment used to gain mastery of this area of study.

This course is a stand-alone course and cannot be taken simultaneously with any other courses. This course provides an assessment of one's learning in the field of professional counseling. Students complete homework, lead classroom discussions and examine topics designed to prepare them for entrance into the Practicum stage of their preparation. Students prepare for Practicums I and II by completing activities such as making application for Practicum, completing a simulated interview, and developing a thorough case study.

### **UPON COMPLETION OF THE COURSE, THE STUDENT WILL BE COMPETENT IN:**

1. Developing a counselor portfolio to document and link academic learning with future plans and goal setting.
2. Organizing one's schedule to follow a specific guide and timetable for Practicum.
3. Contributing to group learning of counseling competencies by developing and presenting a thorough case study.
4. Developing solutions to selected counseling problems across a variety of counseling settings.
5. Applying critical thinking skills to the critique of counseling approaches to specific cases with individuals, families, groups, or organizations.
6. Writing a paper assessing counseling techniques and describing one's theoretical counseling orientation.
7. Analyzing the conceptual frameworks and treatment objectives of selected vignettes of others' work.
8. Evaluating and demonstrating the appropriate use of techniques associated with selected alternative and emerging therapies.
9. Explaining the implications of emerging standards that are being advanced by the Texas or other State Boards of Licensure for Professional Counseling, the American Counseling Association, and the Texas Counseling Association.
10. Demonstrating skills of referral, advocacy, and triage in crisis intervention cases.
11. Developing and analyzing one's personal philosophy of counseling.
12. Evaluating and understanding the emerging role of technology-based counseling.
13. Demonstrating readiness for Practicum I by completing the official Amberton Practicum Application Packet.
14. Applying critical thinking skills in developing a framework for counseling diverse client populations.
15. Selecting and demonstrating techniques of a chosen counseling theory.
16. Assessing for difficulties in the areas of addictive behavior, depression, anxiety, suicidality, homicidal and violent behavior.

17. Demonstrating the ability to apply methods and models to professional counseling situations.

**COURSE POLICIES:**

- Attendance and full participation is expected for all class meetings.
- Students will complete the *Professional Counseling Portfolio*\*
- Students will participate in discussions regarding case studies.
- Students will participate in role-playing skills demonstrations.
- Students will select a site for their practicum experience.
- Students will prepare practicum paperwork for practicum site.

**Student’s Responsibilities**

This syllabus contains information, policies and procedures for a specific course. By enrolling, the student agrees to read, understand and abide by the policies, rules, regulations, and ethical standards of Amberton University as contained in the current university catalog and schedule of classes.

**Attendance Policy:**

Regular and punctual class attendance is expected at Amberton University. In case of absence, it is the student’s responsibility to contact the professor as soon as possible. If a student intends on withdrawing from a course, it is the student’s responsibility to follow the university’s policy on formally withdrawing from a course. Ceasing to attend does not constitute official withdrawal.

Attendance in a lecture course is defined as punctual arrival to, and engagement in, an entire lecture class session. A student in a lecture course missing more than 20% (two class periods) of the class meetings and not keeping up with course assignments may be dropped at the discretion of the professor and Amberton administration.

**Plagiarism Policy**

Plagiarism is using another person’s work as your own. Plagiarism is a violation of the University’s code of student ethical conduct and is one that is taken seriously. Amberton University operated on an honor system, and honesty and integrity are essential characteristics of all who are associated with the institution. All Amberton University students are expected to abide by the honor system and maintain academic integrity in all of their work. Amberton University and its instructors monitor student work for plagiarism and reserve the right to submit such work to technology-based anti-plagiarism services and applications at any time.

**COURSE DELIVERY METHODOLOGY:**

This course is offered as a Lecture/Classroom course. This course requires that students meet a designated time in the classroom.

(Students will attend class according to the posted schedule. The class will include lecture, videos, and counseling practice exercises. Attendance at all scheduled classes is expected.

**\*Optional Assignment Note:**

This textbook is required for an “optional assignment” only. Students may choose to either:

**Option 1:** Complete the optional book assignment with completion of the questions on the Moodle Page for Man’s Search for Meaning plus all other class requirements to be eligible for an “A” in the course;

**or**

**Option 2:** Complete all class requirements (with the exception of the book) to be eligible for a “B” in the course.

**COURSE OUTLINE AND CALENDAR:**

Week	Topic	Assignment	Competencies Covered	Due Date
1	Lecture Class Introduction Discuss: Portfolio;	Discuss Portfolio Practicum Sites	1,2,3,12	Refer to Moodle Page for full Calendar of Due

	Practicum			Dates
2	Discussion: Practicum Application Video Requirement for class	Demo: Practicum Application	9,10	
3	<i>Individual Consultation w/Dr. Springer</i>  Discussion Questions for <u>Man's Search for Meaning</u> (Optional Assignment) Due		4,5	Optional Assignment <u>Man's Search for Meaning</u> Due
4	Watch In Treatment Video & Discuss Class Discussion of Clinical Skills: <ul style="list-style-type: none"> <li>• Mood/Anxiety</li> <li>• Disorders</li> <li>• Substance Abuse</li> </ul>	Discussion	4,5,9	
5	<i>No lecture during this class</i> Dr. Springer will be available in the classroom for individual meetings/assistance during regular class time  <b>Professional Counseling Portfolio Due</b>  <b>Note:</b> Portfolios are due (electronically submitted thru Moodle) to Dr. Springer. Portfolios will not be accepted after this midnight. <b>No exceptions.</b>	Turn in Portfolio	3,6,11,12	Portfolio Due
6	Prepare videos with classmates No lecture class Individual consultation with Dr. Springer	Prepare video	4,5,7,8,14-17	Video of "counseling session" due Class 8
7	<i>Graded Portfolios Returned</i> Discussion: Risk Assessment, Self-Harm, Psychotropic Med.	Discussion	4,5,10	
8	Review Videos in Class w/classmates	Videos	14-17	Review video w/classmates Video forms due to Dr. Springer
9	Completion of Practicum Paperwork/Conclusion	Wrap-Up Clinical Skills	4,5,13,14-17	
10	Individual consultation		1,2,13	Paperwork

	w/Dr. Springer, if needed			submitted 1 <sup>st</sup> Class of Practicum I
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**GRADING CRITERIA:**

Discussion Questions from <i>Man's Search for Meaning</i>	(10%)
Class Participation	30%
Clinical Skills (Demonstrated through role plays, activities)	5%
<i>Professional Counseling Portfolio</i>	55%

Graduate	
92 – 100	A
82 – 91	B
72 – 81	C
62 – 71	D
Below 62	F

**GRADE NOTIFICATION AND INSTRUCTOR FEEDBACK:**

Each assignment/exam submitted will be reviewed, graded and return to the student in a timely manner, along with appropriate commentary.

Final grades are mailed approximately one week after the last day of the session to the student’s address of record. Amberton University staff will not release grades over the phone. University instructors will not leave a message with comments or grades in any type of media that is not secure.

For questions regarding grades after the semester has ended, students should use their email account and contact the instructor at the faculty email address as provided above in *Professor Information* area.

***Incomplete Grades***

An “I” (incomplete grade) is given at the discretion of the professor and may be given only when an emergency or illness prevents the student from completing course requirements. Should an “I” be granted, the student has 30 days from the end of the session to complete the conditions of the incomplete. An “I” which is not properly removed within 30 days following the session enrolled will become an “F” grade.

***How to Withdraw From a Course***

To be official, the class withdrawal must be in writing and signed by the student requesting the withdrawal; no withdrawal is accepted verbally. Please review the “Schedule of Classes” (online or in-print) for procedures for class changes or withdrawals and the refund policy and schedule.

**COURSE COMMUNICATIONS:**

This course is offered as a lecture course; however, several technological options are available to faculty and students that can enhance communication both during the session and after the session has ended. The **Student Portal** is the gateway to email, Remote Research, General Tools and Electronic Instructor Folders (FTP). The Student Portal may be accessed through a link on the University’s website, <http://www.Amberton.edu>, or at <http://apps.Amberton.edu>.

After selecting the “Student Portal” link, you will be prompted for a Username and Password. Use your assigned **username and password** (AUID) as described below:

**Username** = your capitalized firstname **initial**+lastname+last 3 digits of your SSN.

\* Use your name exactly as it is listed on the University’s records, including any suffixes or hyphenations, such as Jr, Sr, or II, as a part of your username.

For example: James Jones, Jr. SSN: 123-45-6789

Username: JJonesJr789

**Password** = your Amberton University ID# (AUID) **including the dashes**

For example: 04-999-999

Once your login has been validated, you may select from a variety of menu options, including online course materials, email access, Remote Research, General Tools, all Syllabi, Research Tutorials and Electronic Instructor Folders (FTP).

### **Email Communication**

Each student enrolled is assigned an Amberton email account, which gives the student access to the Amberton email system (my.Amberton.edu). This email account is provided by Google Apps for Education. Students are encouraged to check their email regularly for University news, notices, and to communicate with instructors.

The student's assigned email address would be Username@my.Amberton.edu

Example: LJones-Smith789@my.Amberton.edu

The student Username is determined by:

firstname initial+lastname+last 3 digits of student ssn.

For example: Linda Jones-Smith   SSN: 123-45-6789  
Email Address = LJones-Smith789@my.Amberton.edu

Students will be prompted for a Username and Password when accessing their email account. Use the Username portion of the email address as the username (Example: LJones-Smith789) and your Amberton ID# (including the dashes) as the password.

If you already have a Google gmail account, you might be prompted to add this account to your current settings. Click 'Yes' and you will be logged into your my.Amberton.edu email account. It will be a separate email account from your personal gmail account.

If you need assistance with your email account, please visit <https://support.google.com/mail>

### ***The Amberton University Moodle Website***

Students enrolled in this course will also be using the Moodle Learning Platform, with access available through the Student Portal or by going to: <http://moodle.Amberton.edu>

For those utilizing Moodle for the first time, the **username and password** for the Moodle Learning Platform will be emailed to the student's email account prior to the start of the course. For those returning to Moodle who do not remember their username and password, click on the link "*Forgotten your username or password*" available on the Moodle log in page (<http://moodle.Amberton.edu>). Otherwise use the same username and password as previous session.

### **Moodle Tutorial:**

Upon successful log in and access to the Moodle learning platform, there is a *Student Moodle Tutorials* course available, to learn about the basics of Moodle. Simply click on the link for the *Student Moodle Tutorials* and read through the various learning topics: Navigating; Communicating; Assignments & Exams; Grades; and Student Resources.

### **COURSE EVALUATION:**

Each session, all Amberton students are requested to evaluate their courses. The evaluation process is an important one and provides students with an anonymous and confidential way to give meaningful feedback to the University. Summary information and comments are provided to faculty after the close of the session. Students' identities are not disclosed.

Students will be notified through the Amberton email system of the Course Evaluation procedures. Usually, the evaluations take place in class during week 9 of the session. Please take advantage of this opportunity and participate in the evaluation process.

#### **TEXAS EDUCATION AGENCY COMPETENCIES:**

This course addresses the School Counselor Competencies set forth by the Texas Education Agency. These competencies are listed by course on the University's ftp site ([ftp://ftp.amberton.edu/cslinfo/AU\\_TEA](ftp://ftp.amberton.edu/cslinfo/AU_TEA)).

#### **ACADEMIC HONESTY/PLAGIARISM:**

Plagiarism is the presentation of someone else's information as though it were your own. If you use another person's words, ideas, or information or if you use material from a source – whether a book, magazine, newspaper, business publication, broadcast, speech, or electronic media – you must acknowledge the source. Failure to do so violates Amberton University's ethics policy.

#### **RECOMMENDED ONLINE SOURCES:**

Online research resources are available through "Research Tools Database", accessible through the Student Portal, under "General Tools."

#### **RESEARCH TUTORIALS:**

Online research resources are available through "Research Tools Database", accessible through the Student Portal. (For additional assistance, students may access the "Research Tutorials" link located in the General Tools area on the Student Portal.) Access the Portal by clicking "Student Portal" from the University's website. You must know your Amberton ID to access the Portal.

#### ***Library Live Chat Feature***

The website allows for a live chat feature with librarians on the library pages. This service allows students to connect with librarians on questions regarding resource assistance, searching data bases and access to library services. [www.amberton.edu/current-students/library/index.html](http://www.amberton.edu/current-students/library/index.html)

#### **BIBLIOGRAPHY:**

Research resources are available through the University's physical library and the online virtual library. Students may search for books, periodicals, and online sources pertaining to subjects covered in this course.

The physical library contains a specialized collection of research materials specifically chosen to support the degrees and courses offered at Amberton. Interlibrary loan and document delivery services are available. The TexShare Card offers borrowing privileges in libraries all across the state of Texas. Students with research questions or questions about Library services are encouraged to visit the University physical Library or email their questions to [library@Amberton.edu](mailto:library@Amberton.edu).

Man's Search for Meaning (1946) is a book by Viktor Frankl which chronicles his experiences as a concentration camp inmate. The selection process was the signal for a free fight among all the prisoners, or group against group. Live as if you were living for the second time and had acted as wrongly the first time as you are about to act now. The way in which a man accepts his fate and all the suffering it entails, the way in which he takes up his cross, gives him ample opportunity "even under the most You can read Man's Search for Meaning by Viktor E. Frankl in our library for absolutely free. Read various fiction books with us in our e-reader. Add your books to our library. Best fiction books are always available here - the largest online library." Viktor Frankl was a good psychiatrist that is why his book Man's Search for Meaning is full of interesting thoughts, notices and philosophical perceptions. Author thoughts, that the question about man's search for life meaning is excite everybody, but in different age. All the life man is compare the difference "who I am" and "who I have to be". And man's happiness depends on the result of this comparing. In the proses of reading this book, you can start to understand, how all these authors theses are important.