

Justice Institute of British Columbia
COURSE OUTLINE

Course Code:	FSS499
Course Title:	Capstone Project
Prerequisite Courses:	All required courses of the Bachelor of Fire and Safety Studies Program and permission from Program Manager
School:	School of Public Safety & Security
Division/Academy/Centre:	Fire & Safety Division
Previous Course Code & Title:	N/A
Course First Offered:	2009

# of Credits:	6.0
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Course Description:

This course is self-directed and builds on the concepts examined in all of the courses in the Degree Program. Learners are required to apply the concepts and principles learned in earlier courses by developing a significant initiative or project. Typically, the learner will work with their organizations leaders to develop an initiative relevant to the community to address at least one issue of their choosing. Topics can vary considerably, ranging from fire prevention, fire suppression, dangerous goods, emergency management or first response to human resource topics such as performance appraisals, volunteer/career status or labour-management relations.

Course Goal(s): Learners will evaluate their organization, in the context of its environment and, in particular, within its relationship with the municipality. Through the use of strategic planning concepts learners will develop the project for their organization, which will include a review of the present environment and philosophy, change influences and a recommendation for an organizational change which acknowledges the culture of the organization and the municipality. Development of an implementation and evaluation plan, will produce a document of significance that will be of a practical value to the community.

Learning Outcomes:

Upon successful completion of this course, the learner will be able to:

- Apply relevant concepts including strategic planning, financial management, communication skills, and Canadian law, in the development of a project for their organization
- Research the current social, economic and political environment in which their organization operates
- Examine, in detail, the structure of their organization
- Analyze the major influences of change impacting the organization and describe their significance for operation
- Interpret the data collected and formulate a recommendation for future operation

- Examine the various political barriers and opportunities that must be addressed to obtain approval of the project with the organization and to municipal officials
- Incorporate an evaluative component and opportunity for follow up plans
- Prepare a final document exploring options and conclusions

Course Topics/Content:

N/A

Text and Resource Materials:

Required:

- JIBC guides and resources for APA style available at: [APA Style Guidelines](#)

Recommended:

Course Level:

	First Year		Second Year		Third Year	X	Fourth Year
	Graduate		Other (describe):				

Equivalent Course(s) within the JIBC:

Class Delivery Methods:

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion				
Simulation/Lab				
Practicum/Fieldwork				
Online	42			
Correspondence				
Total Class Hours	42			

Comments on Delivery Methods:

Course Grading System:

	Letter Grades	X	Percentage		Pass/Fail
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	Complete/Incomplete	Attendance Only
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Passing Grade:	50%
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Evaluation Activities and Weighting:

Final Exam	%	Assignments	%	Project	%	Capstone Project	100%
Midterm Exam	%	Portfolio	%	Participation	%	Other	%
Quizzes/Test	%	Simulations	%	Practicum	%	TOTAL	100%

Comments on Evaluation Activities and Weighting:

The learner works with an academic advisor to develop their project. Upon completion this project is evaluated by a committee, the meeting of which is chaired by the student's academic advisor.

The project is evaluated on the following components:

- Evaluating Information Analyzing and Synthesizing Information
- Organization and Structure of Information
- Finding/ Citing Information
- Size/scope of project
- Writing Style and Quality
- Organizational Feedback

Other Course Guidelines, Procedures and Comments:

View official versions of related JIBC academic regulations and student policies in the *JIBC Calendar* on the following pages of the JIBC website:

Academic Regulations:

<http://www.jibc.ca/programs-courses/jibc-calendar/academic-regulations>

Student Academic Integrity Policy
 Academic Progression Policy
 Admissions Policy
 Academic Appeals Policy
 Evaluation Policy
 Grading Policy

Student Policies:

<http://www.jibc.ca/programs-courses/jibc-calendar/student-policies>

Access Policy
 Harassment Policy – Students
 Student Records Policy
 Student Code of Conduct Policy

JIBC Core Competencies

The JIBC promotes the development of core and specialized competencies in its programs. Graduates of our programs will demonstrate high levels of competence in the following areas:

Critical thinking

Identify and examine issues and ideas; analyze and evaluate options in a variety of fields with differing assumptions, contents and methods.

Communication, oral and written

Demonstrate effective communication skills by selecting the appropriate style, language and form of communication suitable for different audiences and mediums.

Leadership

Inspire individuals and teams to reach their potential by embracing innovation through strategic thinking and shared responsibility.

Independent learning

Show initiative by acting independently in choosing effective, efficient and appropriate applied learning, research and problem solving strategies.

Problem solving

State problems clearly; effectively and efficiently evaluate alternative solutions; choose solutions that maximize positive and minimize negative outcomes.

Interpersonal relations

Know and manage oneself; recognize and acknowledge the needs and emotions of others including those with diverse backgrounds and capabilities.

Inter-professional teamwork

Understand and work productively within and between groups, respect others' perspectives and provide constructive feedback with special attention to inter-professional relationships.

Information literacy

Recognize and analyze the extent and nature of an information need; efficiently locate and retrieve information; evaluate it and its sources critically, and use information effectively and ethically.