

Justice Institute of British Columbia COURSE OUTLINE

Course Code: VSP 111

Course Title: Victim Services Online Facilitation Development

Prerequisite Courses: N/A

Sponsoring Division: Community and Social Justice Division

Previous Course Code & Title: N/A

Course Effective Date: N/A

# of Credits:	1.0
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Course Description:

This 2 day course will explore online / classroom management techniques, adult learning styles and the “art of possibility.” Participants will have an opportunity to explore the online training module, identify challenges to online facilitation and develop confidence in finding solutions.

Course Goal(s):

At the end of the 2 day course, participants will learn how to effectively support online learners through use of facilitation skills, communication skills and creative techniques for blending different e-learning strategies with traditional training methods to maximize learning.

Course Learning Objectives:

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

- Describe the key components of being an effective facilitator
- Identify how and when to utilize various facilitation skills depending on the learning style of the student
- Demonstrate an understanding of the techniques and skills necessary for supporting online learners

Course Topics/Content:

- Web CT tutorial
- Role of the tutor
- Challenges / Solutions

- Facilitation Skills
 - Understanding group dynamics and learning styles
 - Creating safety in the online classroom
 - Respecting diversity and difference
 - Establishing a positive climate
 - Building learning communities
 - ethics
 - Maximizing learner confidence and self-esteem
 - Increasing participation and involvement
 - Time management
 - Motivating learners
 - Addressing individual needs
 - Promoting transfer of skills
 - Handling difficult learners
 - How to connect learners through e-mail, chats, and postings

Text and Resource Materials: Use APA style; specify chapters where applicable. ([APA Style Guidelines](#))

Required:

N/A

Recommended:

N/A

Course Level:

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

Equivalent Course(s) within the JIBC:

N/A

Class Delivery Methods:

Some courses are delivered using a range of methods within one class (course section) or alternative methods in different classes. Please outline the most common delivery options used for this course. The total class hours should be the same for each option.

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion	7			
Simulation/Lab	7			
Practicum/Fieldwork				
Online				
Correspondence				
Total Class Hours	14			

Comments on Delivery Methods:

- Delivery is a combination of lecture, practical, online, panel presentation, individual and group work.

Related Program(s): (where applicable)

N/A

Credit Transfer exists at: (List Institutions with official transfer agreements and name equivalent courses)

N/A

Course Grading System:

Check the system that applies to this course:

	Letter Grades	Percentage	Pass/Fail	Credit/No Credit
X	Complete/Incomplete	Attendance Only	Not Applicable	

Passing Grade: Complete	
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JIBC Standard Grading Scale for Letter, Grade Point and % Grades:

Letter Grade	Grade Points	% Range
A+	4.33	90-100
A	4.00	85-89
A-	3.67	80-84
B+	3.33	76-79
B	3.00	72-75
B-	2.67	68-71

Letter Grade	Grade Points	% Range
C+	2.33	64-67
C	2.00	60-63
C-	1.67	56-59
D	1.00	50-55
F	0.00	0-49

Evaluation Activities and Weighing: (complete the %'s which apply – total must equal 100%)

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

Comments on Evaluation:

- Participants will be evaluated on their practical work and their participation in group/classroom activities. Where improvement is necessary to successfully complete the course, participants will be advised by the instructors.

Other Course Guidelines, Procedures and Comments:

N/A

View the Justice Institute of BC Policies listed below at:

<http://www.jibc.bc.ca/studentServices/main/AcademicServices/policies.htm>

Access Policy
Harassment Policy
Prior Learning Assessment Policy
Student Code of Conduct

Academic Appeals Policy
Intellectual Property Rights Policy
Research on Human Subjects: Ethics
Student Records