

**\*\* This is an intensive writing *Milestone Course* \*\***

## **COURSE DESCRIPTION**

Introduction to the field of human services and counseling. Topics include various perspectives on human services and counseling such as trends in human service delivery, counseling theories and practice, crisis intervention, intervention programs, and ethical issues. ***Prerequisite: ENG 102***

*As noted by the asterisks above, this is a Milestone Course in the Human Services Major. As a result, it requires students to engage in intensive writing activities and to demonstrate mastery of college-level writing skills as described in the most recent edition of the Publication Manual of the American Psychological Association. Weak writers are advised to postpone enrollment in this course until such time as they have obtained appropriate writing skills through coursework or the campus Writing Center or Academic Success Center.*

## **COURSE OBJECTIVES**

1. Commit to an ongoing process of self-evaluation, self-understanding, and growth into the kind of stable, well-adjusted person who is dedicated to a career meeting the needs of others ([CSHSE National Standards 17, 20](#))
2. Acquire knowledge of the function of the Human Services system of the U.S., as well as the





familiar with the technology in order to utilize Canvas effectively. If you have any questions or concerns regarding the suitability of your equipment and software please contact the Office of Information Technology (<http://oit.unlv.edu/>) for assistance.

## **LEARNING ACTIVITIES AND EVIDENCE OF ACHIEVEMENT**

Learning activities for this course will include reading, discussion board posts, the Writing Mastery Paper, and module quizzes. More detailed information about each form of assessment will be given in the explanation of each activity below, as well as in Canvas. Reading the text and additional readings will be essential and required for achieving and measuring successful outcomes. Each of the quizzes will cover the reading in the module, and your ability to submit insightful discussion posts will be dependent on your dedication to reading and understanding the material presented in the text.

Successful human services professionals are collaborative, not combative. Please make a point to respond to others respectfully, even if you completely disagree with their opinions. Also, proofread your responses carefully before you post them to make sure that they will make sense not be offensive to others. Use discussions to develop your skills in collaboration and teamwork. Treat the discussions as a creative environment where you and your classmates can ask questions, express

UNLV up until this time. Your paper will be graded according to the strict guidelines set forth in both the *American Psychological Association Manual of Style, 6<sup>th</sup> edition*, and the Grammar Guide provided as a link on the course site main page.

Details of this assignment are provided within the Writing Mastery module.

**Completing this paper is REQUIRED for passing the course.** If you do not submit the paper you will automatically fail the course, regardless of the quality of the rest of your work. Because this is an upper-level “Milestone” course, you are required to at least pass the writing competency requirement. Failing grades on the Mastery Writing paper will result in a grade of “F” for the course, regardless of the quality of the other work.

Your paper will be graded according to the strict guidelines set forth in both the *American Psychological Association Manual of Style 6<sup>th</sup> ed.* and the Grammar Guide provided as a link on the course site main page.

**Quizzes (13 at 20 pts. each)**

### Due Dates and Late Work

All assignments are due as posted on the syllabus course schedule below. **All course work must be completed on time.** Given the intense nature of this course, no late work will be accepted under any circumstances.

### Class Schedule, Topics, Due Dates

*Additional work may be assigned to meet course requirements. Subject to change.*

Unit	Module Deadlines
<i>Note. Before beginning Unit 1, please review all course material (syllabus, schedule with due dates, and assignment directions) in Canvas. Explore all tabs and areas of the course on Canvas to familiarize yourself (e.g. units, modules, quizzes, discussion board, gradebook, etc.).</i>	
<b><u>WEEK ONE</u></b> Module 1:	<u>Complete Modules 1:</u> <b>Introduction Discussion Board due</b>
<b><u>WEEK TWO</u></b> Module 2:	<u>Complete Modules 2:</u> <b>Quiz 1 due at 11:59pm PST</b> <b>Discussion Board 1 due, at 11:59pm PST</b>
<b><u>WEEK THREE</u></b> Module 3:	<u>Complete Module 3:</u> <b>Quiz 2 due at 11:59pm PST</b> <b>Discussion Board 2 due at 11:59pm PST</b>
<b><u>WEEK FOUR</u></b> Module 4:	<u>Complete Module 4:</u> <b>Quiz 3 due at 11:59pm PST</b> <b>Discussion Board 3 due at 11:59pm PST</b>
<b><u>WEEK FIVE</u></b> Module 5:	<u>Complete Module 5:</u> <b>Quiz 4 due at 11:59pm PST</b> <b>Discussion Board 4 due at 11:59pm PST</b>

Unit	Module Deadlines
<p><b><u>WEEK SIX</u></b> Module 6:</p>	<p><u>Complete Module 6:</u> <b>Quiz 5</b> due at 11:59pm PST <b>Discussion Board 5</b> due at 11:59pm PST</p>
<p><b><u>WEEK SEVEN</u></b> Module 7:</p>	<p><u>Complete Module 7:</u> <b>Quiz 6</b> due Sunday at 11:59pm PST <b>Discussion Board 6</b> due Sunday at 11:59pm PST</p>
<p><b><u>WEEK EIGHT</u></b> Module 8:</p>	<p><u>Complete Module 8:</u> <b>Quiz 7</b> due at 11:59pm PST <b>Discussion Board 7</b> due at 11:59pm PST</p>
<p><b><u>WEEK NINE</u></b> Module 9:</p>	<p><b>SPRING BREAK</b></p>
<p><b><u>WEEK TEN</u></b> Module 10:</p>	<p><u>Complete Module 10:</u> <b>Quiz 8</b> due at 11:59pm PST <b>Discussion Board 8</b> due at 11:59pm PST</p>
<p><b><u>WEEK ELEVEN</u></b> Module 11:</p>	<p><u>Complete Module 11:</u> <b>Quiz 9</b> due at 11:59pm PST <b>Discussion Board 9</b> due at 11:59pm PST</p>
<p><b><u>WEEK TWELVE</u></b> Module 12:</p>	<p><u>Complete Module 12:</u> <b>Quiz 10</b> due at 11:59pm PST <b>Discussion Board 10</b> due at 11:59pm PST</p>

