



Practicum in Agriculture, Food and Natural Resources – Veterinary Med 2

Mrs. Laura Brandes
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Conference Period: 1st period: 9:15 – 10:00 am

Tutoring Opportunities: After school 4:25 – 4:50

Class Materials:

- Composition book or Spiral Notebook (2)
- Calculator
- Writing utensils
- Markers or map pencils
- Picture and Video capabilities

Access to Canvas and Office365 tools is available to students through our [Single Sign-on Portal \(SSO\)](#). Students receive their SSO login during enrollment.

Course Description:

This course is designed to give students supervised practical application of knowledge and skills necessary for taking the Certified Veterinary Assistant Exam. Students will work in both the classroom and animal clinics to prepare for the exam. Students will demonstrate professional dress and appearance, interpersonal skills and technical skills in their practicum location.

Course Goals:

Students who complete this course successfully will be able to:

- Understand and discuss the importance of animal care and treatment for production and companion animals.
- Use proper terminology for animal species and veterinary procedures.
- Demonstrate proper techniques for evaluating animal health.
- Identify and use proper procedures for handling animals, instrument selection and use, hospital procedures and pharmacology for healthy and unhealthy animals.

Student Evaluation:

The grading system for this course is as follows:

- Grade averaged 60% Major 40% Minor
- Major grades – tests (including District Common Assessments, projects, final essays, research papers, presentations); minimum three per six weeks
- Minor grades – quizzes, daily assignments, journals; minimum four per six weeks
- Each six weeks will count as 1/6 and the semester exam will count as 1/7 of the semester grade.
- A letter system (S, N, U) is used to report a student's conduct based on proper/responsive conduct and citizenship

- Per Board Policy EIA (LOCAL), “The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a **failing** grade. This policy applies only to initial identified major grades and does not apply to daily assignments and quizzes. Upon reteach and retest, the new test, project, etc. recorded will be a high score of 70%.
- Official grades will be in Skyward only and can be accessed by student and parent through Family Access.

Assignments, exams, expectations outside of the classroom:

You will be expected to make sure your assignments are completed on time; you may need to work on assignments outside of class time. Late work will be accepted according to the EMS – ISD policy. The full policy can be found in the Secondary Grading Report Handbook. Point deductions will occur for each day, up to 3 days, that an assignment is late. After 3 days, the assignment will not be accepted.

Canvas Quizzes will be given a period in which they are to be completed. Late quizzes will not be allowed, please plan accordingly and do not wait until the last minute to complete the online quiz.

Major grades (not minor grades or quizzes) may be corrected. You will have one week from the date of grades posting to request a make-up. Tutorials and/or assignments will be assigned to assist in the “reteach” process. If these are not completed you will not be allowed to retake the test for a maximum grade of 70.

Attendance/Tardy Policy/Make-Up Work:

You will be required to be in attendance during normal scheduled class times, including any off campus field trips that are scheduled. If you are not in attendance for field trips, an alternate assignment will be given.

You will be considered tardy if you arrive after the “bell”. Students at HCTC are given the opportunity to demonstrate responsibility but still must follow rules. When you are tardy to class, you miss valuable instruction and take time away from your peers who were on time.

When you are absent, the EMS – ISD make up work policy is in effect. The full policy can be found in the Secondary Grading Report Handbook. You will have the number of days absent plus one additional day to complete any assignments given during your absence. Assignments due on the day of your absence should be turned in on the day of your return.

Classroom Expectations:

- Be Ready
- Be Responsible
- Be Respectful

Preliminary Schedule of Topics, Readings, and Assignments

- Animal Handling and Restraints
- Animal Disease and Prevention
- Medication Administration
- Laboratory Skills

Academic Integrity: Update from GRH

Academic integrity values the work of individuals regardless if it is another student’s work, a researcher, or author. The pursuit of learning requires each student to be responsible for his or her academic work. Academic dishonesty is not tolerated in our schools. Academic dishonesty, includes cheating, copying the work of another student, plagiarism, and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee and considers written materials, observation, or information from students. Students found to have engaged in academic dishonesty shall be subject to disciplinary and/or academic penalties. The teacher and campus administrator shall jointly determine such action.