## **ECSE Practicum Timesheet**

**Placement Data**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Student Name: |  | | | UIN: | |
| Email Address: |  | | | | |
| Placement Course: | SPED 524 | Section (Circle One): **I E** | | | Credit: |
| Placement Type: | Early Field Experience | | | | |
| Program: | Early Childhood Special Education | | | | |
| Term (Circle One): | **Fall Spring Summer** | | Year: | | |
| Start Date: |  | | | | |
| End Date: |  | | | | |
| Practicum Site: |  | | | | |
| Cooperating Professional: | Name: Signature: | | | | |
| University Supervisor: | Name: Signature: | | | | |

**Time Data**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Week** | | | | | | | | | | | | | | | | | | |
| **ACTIVITY** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13** | **14** | **15** | **16** | **17** | **18** | **Total** |
| Actual teaching |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Activities related to teaching |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

1. *Actual teaching:* Record the time you spend in complete charge of the class or a teaching group within the class.
2. *Activities related to teaching:* Observation of teachers at work, assisting the teacher or working with students under the direction of the teacher, assemblies, case studies, community study, conferences, corridor control, extra-curricular activities, fire drills, grading papers, home room duties, home visitations, participation in school-community affairs, record keeping, staff meetings, study hall supervision, and time spent in preparation for your student teaching (do not report the time you spend in preparing for your methods class.).