

# CTE Work-Based Learning (WBL) Practicum Syllabus

**Course Title:** Work-Based Learning (WBL) Practicum

**Academic Year:** 2025-2026

**Instructor:** Paula Bearden (actual Program of Study teacher is also shown on record)

## Course Description:

Work-Based Learning (WBL) is a capstone course designed to provide students with a supervised, real-world application of the academic, technical, and employability skills learned in their respective CTE programs. This course bridges the gap between high school and post-secondary education or high-demand, high-skill careers in Tennessee. Students will gain valuable experience through internships, apprenticeships, or paid work experiences, culminating in a portfolio that demonstrates their skills and professional growth. The goal is to prepare students for success in the workforce and to help them set and achieve their post-graduation career goals.

---

## WBL Course Numbers by CTE Program

This course can be applied to the following CTE programs. The specific course number and title will be determined by the student's program of study and the related practicum course.

### CTE Programs:

- Work Based Learning: Architectural/Engineer Design (C17H45)
  - Work Based Learning: Auto Collision Repair (C20H35)
  - Work Based Learning: Automotive Maintenance & Light Repair (C20H34)
  - Work Based Learning: Coding (C10H40)
  - Work Based Learning: Criminal Justice & Correction (C30H27)
  - Work Based Learning: Culinary Arts (C16H21)
  - Work Based Learning: Dietetics & Nutrition (C19H37)
  - Work Based Learning: Emergency Services (C14H45)
  - Work Based Learning: Horticulture Science (C18H65)
  - Work Based Learning: Hospitality/Tourism Management (C16H22)
  - Work Based Learning: Human & Social Services (C19H38)
  - Work Based Learning: Industrial Maintenance Tech (C13H40)
  - Work Based Learning: Machining Technology (C13H41)
  - Work Based Learning: Nursing Services (C14H46)
  - Work Based Learning: Residential/Commercial Construction (C17H47)
  - Work Based Learning: Teaching as a Profession (C32H36)
  - Work Based Learning: Therapeutic Services (C14H48)
  - Work Based Learning: Vet & Animal Science (C18H66)
  - Work Based Learning: Welding (C13H43)
-

## Course Objectives

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

- **Apply academic and technical knowledge** to real-world work situations.
- **Demonstrate professional employability skills** such as communication, teamwork, problem-solving, and a strong work ethic.
- **Understand and adhere to workplace safety** and ethical standards.
- **Develop a Personalized Learning Plan (PLP)** that outlines career goals and how the WBL experience will help achieve them.
- **Create a professional portfolio** to showcase their skills, experiences, and growth throughout the course.

---

## Grading Policy & Evaluation

Student grades are based on a combination of performance at the worksite and completion of classroom assignments. The grading rubric is as follows:

### WBL Portfolio Rubric

Criteria	Ratings				Pts
Portfolio Appearance (Requirements 1-2)	Polished, professional quality with typed label, in nice three ring binder with typed table of contents  5.0 pts	Polished portfolio is ready with minor adjustments  4.5 pts	Portfolio not labeled or table of contents not typed.  4.0 pts	Significant errors in portfolio layout or not in new three ring binder.  3.5 pts	5.0 pts
Personalized Learning Packet	Provides clear evidence of knowledge and skills gained, goals, and next steps along a career pathway  10.0 pts	Knowledge and goals described clearly, but next steps along a career pathway does not align  9.0 pts	Knowledge and goals described clearly, but next steps along a career pathway not included  8.0 pts	This is simply an introduction of the student and does not connect to the WBL experience.  7.0 pts	10.0 pts
Artifacts (Soft Skills, Resume, Applications, Letters of Recommendations, Research/Essay, Etc.) (Requirements 3-5)	Artifacts are polished and professional. Artifacts reflect revision throughout course.  20.0 pts	Student inserted WBL assignments with revisions but minor additional revisions will improve portfolio  15.0 pts	Student inserted WBL assignments with minimal time and effort  10.0 pts	Student simply inserted WBL assignments without much effort  5.0 pts	20.0 pts

Conclusion (Project, Self-assessment, Supervisor's Evaluations) (Requirements 6-7)	Conclusion includes reflection and realistic self-analysis  5.0 pts	Conclusion includes MODERATE reflection and realistic self-analysis  4.5.0 pts	Conclusion includes MINIMAL reflection and realistic self-analysis  4.0 pts	Conclusion includes NO reflection and realistic self-analysis  3.5 pts	5.0 pts
Total Points: 40.0					

Portfolio	40 points
Observations	20 points
Required work hours (100)	20 points
Professionalism	10 points
Soft Skills Assignments	10 points
<b>TOTAL POINTS</b>	<b>100</b>

#### Grading Scale:

- A: 90-100
- B: 80-89
- C: 70-79
- D: 60--69
- F: Below 60

#### General Eligibility Criteria

- 16 years or older
- Demonstrate 90% attendance rate in school and WBL experience
- Must exhibit work readiness, attitudes and skills determined by the teacher and employers
- Possess a valid driver's license and transportation to and from work site
- On track to graduate
- Completed at least 2 classes in program of study with a recommendation from that teacher
- Must be in good standing in regards to school's discipline policies and thereby have no history or current record including deceptive, violent or disruptive behavior

#### Contact Information:

Paula Bearden, WBL Coordinator - [beardenp@cocke.k12.tn.us](mailto:beardenp@cocke.k12.tn.us), 423-623-6072