

PTRM 484: PTRM Capstone
Friday 12:00 PM to 3:50 PM
Education 313
3 Credits

Instructor Information

Instructor: Jenn Thomsen
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Office Hours: By appointment

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Course Description

The Parks, Tourism, and Recreation Management field offers a broad and diverse set of professional opportunities. Perhaps you want to provide interpretive ranger programs at a National Park, conduct research on wildland impacts from backcountry users, own and operate a wildlife tourism business, coordinate a community recreation program, or work for a non-profit to promote your preferred recreation, to name just a few. This course is designed to familiarize students with the broad range of professional opportunities that exist in the PTRM field. We will visit with different practitioners to learn about their jobs, the typical problems they manage, and the basic techniques for data collection and use they most commonly employ. Through on-site field trips and activities, students will gain insight into the experience and skill set necessary to gain entry into and succeed in this exciting and enjoyable career path. Students will be expected to engage professionally with practitioners and to interact with course ideas and materials via both written work and oral presentations.

Learning Goals

By the end of the course, students should:

- Develop a holistic understanding of the breadth of professional opportunities in the Parks, Tourism and Recreation Management field.
- Develop professional connections and preparation for careers and job applications.
- Develop data collection and analysis skills to a real-world problem.
- Apply the skills independently and cooperatively in a project with a partnering institution.

Course Structure

This course will primarily take place in the field. As weekly meeting location will vary, students will be responsible to monitor their University email account and the Moodle class site for announcements and readings pertaining to the week's field trip. On campus, classroom time will primarily be used for project work and presentations.

Course Policies

Electronic Devices

The use of electronic devices during class, including laptops and tablets, is only permitted *so long as the*

use is directly related to the class session. Out of respect for your fellow students, instructors and guest speakers, please **silence portable electronic devices** before coming into class.

Plagiarism

Successful students always make sure that their work is original. This is important because the instructor must be able to gauge what the student has learned. Therefore, copying the work of another person, whether an essay or answers during a test, is considered plagiarism. Plagiarism is a form of cheating. Any time a student uses someone else's work and does not give that person credit, it is plagiarism.

Student Accessibility: The University of Montana assures equal access to instruction through collaboration between students with disabilities, instructors, and the Office for Disability Equity (ODE). If you anticipate or experience barriers based on disability, please contact the ODE at: (406) 243-2243, ode@umontana.edu, or visit www.umt.edu/disability for more information. Retroactive accommodation requests will not be honored, so please, do not delay. As your instructor, I will work with you and the ODE to implement an effective accommodation, and you are welcome to contact me privately.

Student Conduct Code Statement

All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. Students need to be familiar with the [Student Conduct Code](#) and abide by all University policies during field trips/off-campus.

Transportation Policy: Students are allowed to drive their own vehicles to any field trip, but need to communicate with the instructor at least 48 hours prior to the day of the field trip. Students are welcome to, but *not required* to drive to field learning sites. Students who drive their own vehicles will not be reimbursed for mileage and are covered only by their own auto insurance. If students choose to drive together (carpool), please note the driver is liable for not only themselves but also the passenger (as with any private vehicle). If you have a passenger in your vehicle, we recommend that you follow all safety recommendations for UM group travel:

1. Face masks required in all shared vehicles.
2. If running heat or air conditioning, recirculating vehicle air should be disabled.
3. All occupants of shared vehicles should travel in the same vehicle for the duration of the trip. In cases where driver fatigue occurs, wipe down high touch areas in both seating areas with appropriate disinfectant before switching drivers.

Evaluation

Assignments and Percentage of Final Grade

Weekly Activities and Individual Check-In Reports 20%

Yellowstone Trip Packet 15%

Cover Letter & Resume 10%

Group Project Report 40%

Final Presentation 15%

Attendance

As this is primarily an experiential education course, attendance is critical to student learning.

Attendance to all classes and field trips is required unless already discussed with the instructor.

Absences must be approved by your instructor *prior* to the day of the field trip. Last minute phone calls

or emails do not count as notifying the instructor of your absence. In the case of a verifiable emergency (medical, family etc.), I will make every effort to work with the student - but I need to be informed as soon as possible. If the student has university excused absences for athletics or other purposes, notify instructor in advance to work out make-up assignments. Students are expected to arrive on time and to be engaged in the course activities. If a student has an unexcused absence, they will be required to make up the in-class assignments and material that will require up to three hours during their own time outside of the class period. **More than one unexcused absence will result in a drop of half of letter grade for the course.**

Assignments

Weekly Activities and Individual Check-In Reports (20%)

There will be weekly activities for the projects throughout the semester and students are expected to actively participate. Additionally, each student will be responsible for turning in a check-in report during the semester. In each report, the student will briefly compile their individual contributions to the group project, the progress of the group, and any issues that need to be addressed within the group. The reports are to ensure that all members of the group are actively engaged and contributing to the workload and to address any issues/concerns within groups early on in the semester.

Yellowstone Trip Packet (15%)

Students will write a paper that discusses the impacts of COVID-19 on outdoor recreation, parks, and tourism. Guidelines will be provided.

Cover Letter and Resume (10%)

Students will find a potential job that aligns with your career goals. Students will write a cover letter and update their resumes as if submitting for the job. Students will hand in materials to get detailed feedback to strengthen materials for an actual application process.

Group Project Report (40%)

Throughout the semester, students will be working in groups on a project that is based on a real issue or need facing professionals in the parks, recreation, and tourism field. Details on the project expectations and report guidelines will be provided. Note: Peer evaluations of group members' contributions to the project will influence individual student grades for the group project.

Final Presentation (15%)

The final presentation will be with your project team members and will be presenting your group's work to the professional partners and the rest of the class. Grading will be reflective of the content and professionalism of the presentation and the group members. Detailed rubrics and information on the presentation will be provided. Note: All group members are expected to contribute to the presentation design and the oral presentation. Individual grades will be reflective of participation.

Grade Scale

The grading scale is consistent with that used on the University of Montana campus. The traditional letter grade scale is below. Please note, this class is offered for traditional letter grade only.

Grade	Percentage
A	> 93
A-	90 - 93
B+	88 - 89
B	83 - 87
B-	80 - 82
C+	78 - 79
C	73 - 77
C-	70 - 72
D+	68 - 69
D	63 - 67
D-	60 - 62
F	<60

Late Penalty

It is important that you turn in all assignments on time. Late work will occur a 10% reduction per day and will not be accepted after three days unless arranged ahead of time with the instructor. If students need an extension and want to avoid any late penalty, they must make such arrangements at least one week in advance of the due date with the instructor. Reasonable accommodation will be made for unforeseen emergencies.

Student Responsibility for Class Info and Updates

Students are responsible for knowing and adhering to schedule for trips, assignments, and other course activities. Changes to the schedule will be announced during class time, posted on Moodle and emailed to enrollees on their University email. Students are responsible for noting all changes and adhering to them. Please check your University email regularly for general announcements and changes.

Contacting me outside the classroom: The best way to contact me outside of class is via email. I check email regularly, but it may take me 24 hours to get back to you. *If it is urgent and pertains to attendance on a field trip, call me on my cell phone. Remember, any absences must be approved a minimum of 24 hours in advance.*

Important Dates Restricting Opportunities to Drop a Course Fall 2021:

Description	Date Range
Last day for students to drop classes on Cyberbear with a refund.	September 20
Drop requires form with instructor and advisor signature, a \$10 fee from registrar's office, student will receive a 'W'.	September 21- November 1
Drop requires form with instructor and advisor signature, a \$10 fee from registrar's office, student will receive a 'WP' or 'WF' on transcript.	November 2- December 10
Students are only allowed to drop a class under very limited and unusual circumstances. Not doing well in the class, deciding you are concerned about how the class grade might affect your GPA, deciding you did not want to take the class after all, and similar reasons are not among those circumstances.	December 10 (by 5:00 pm)

Course Schedule (Subject to change)

Date	Topic	Assignments Due
September 3 rd	Introduction to class & projects; Info/prep on trips; IRB Training;	
September 10 th	NO CLASS: <i>(Make-up for time on Yellowstone field trip)</i>	IRB Training Cert Due
September 16 th - 18 th	YELLOWSTONE TRIP	
September 24 th	Intro to Projects & Partners Technique: Developing a project plan	Yellowstone Packet Due
October 1 st	NO CLASS: <i>(Make-up for time on Yellowstone field trip)</i>	
October 8 th	Project Work Day Technique: Field Work (different for each project)	
October 15 th	Professional Panel (TBD) Technique: Career Pathways and Prep	Cover Letter & Resume Due
October 22 nd	Project Work Day Technique: Field Work (different for each project)	
October 29 th	Project Work Day Technique: Field Work (different for each project)	Progress Report 1 Due
November 5 th	NO CLASS: <i>(Make-up for time on Yellowstone field trip)</i>	
November 12 th	Project Work Day Technique: Analysis and Strategy Formation	
November 19 th	Project Work Day Technique: Analysis and Strategy Formation	
November 26 th	NO CLASS: Thanksgiving Holiday	
December 3 rd	Project Work Day Technique: Technical Report and Presentation Development	
December 10 th	Final Presentations and Course Evaluations Technique: Technical Report and Professional Presentations	Final Presentations
Exam Week	NO FINAL EXAM	Progress Report 2 Due Final Project Due Exam Week