



**EFFECTIVE: MAY 2006**  
**CURRICULUM GUIDELINES**

A. Division: Educational Services **Effective Date:** May 2006

B. Department / Program Area: Student Development  
**Light Warehouse Training** New Course  Revision

If Revision, Section(s) Revised: B, D, K

Date of Previous Revision: September 2004

Date of Current Revision: May 2005

C: **LWTP 0106** D: **Warehouse Work Practicum** E: 3

| Subject & Course No.   | Descriptive Title  | Semester Credits |                          |            |                                     |                             |                          |                          |
|--|--|------------------|--------------------------|------------|-------------------------------------|-----------------------------|--------------------------|--------------------------|
| <b>F: Calendar Description:</b><br><br>The student will undergo a two week unpaid work practicum in a warehouse or distribution centre to gain valuable on site practical experience, and to put into practice the theories learned throughout the course. The student may choose their site but will be expected to work in a warehouse type setting and demonstrate that he/she is fully prepared to join the workforce.   |  |                  |                          |            |                                     |                             |                          |                          |
| <b>G: Allocation of Contact Hours to Type of Instruction / Learning Settings:</b><br><br>Primary Methods of Instructional Delivery and/or Learning Settings:<br><br>100% on site<br><br>Number of Contact Hours: (per week / semester for each descriptor)<br><br>70-90 Depending on disabling condition<br><br>Number of Weeks per Semester:<br>15  | <b>H: Course Prerequisites:</b><br><br>LWTP 0103         |                  |                          |            |                                     |                             |                          |                          |
|  | <b>I: Course Corequisites:</b><br><br>LWTP 0105          |                  |                          |            |                                     |                             |                          |                          |
|  | <b>J: Course for which this Course is a Prerequisite</b> |                  |                          |            |                                     |                             |                          |                          |
|  | <b>K: Maximum Class Size:</b><br><br>19                  |                  |                          |            |                                     |                             |                          |                          |
| <b>L: PLEASE INDICATE:</b><br><table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50px; border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td>Non-Credit</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;"><input checked="" type="checkbox"/></td> <td>College Credit Non-Transfer</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;"><input type="checkbox"/></td> <td>College Credit Transfer:</td> </tr> </table> <p style="text-align: center;">SEE BC TRANSFER GUIDE FOR TRANSFER DETAILS (<a href="http://www.bctransferguide.ca">www.bctransferguide.ca</a>)</p> |  |                  | <input type="checkbox"/> | Non-Credit | <input checked="" type="checkbox"/> | College Credit Non-Transfer | <input type="checkbox"/> | College Credit Transfer: |
| <input type="checkbox"/>   | Non-Credit   |                  |                          |            |                                     |                             |                          |                          |
| <input checked="" type="checkbox"/>  | College Credit Non-Transfer                              |                  |                          |            |                                     |                             |                          |                          |
| <input type="checkbox"/>   | College Credit Transfer:                                 |                  |                          |            |                                     |                             |                          |                          |

**M: Course Objectives / Learning Outcomes:**

The student will spend three weeks in a work setting, learning the day-to-day work of the warehouse and demonstrating a good understanding of the job expectations in this field. The student will demonstrate good work ethics and earn a good reference from the sponsoring site.

**N: Course Content:**

On-site work experience in which the student will be evaluated by college staff and site staff on their ability to function efficiently and effectively in this work environment. College staff and site supervisors will evaluate the student on reliability, safety, adequate production, and ability to develop new skills and teamwork.

**O: Methods of Instruction:**

Supervision and mentoring by designated staff at the sponsoring site. Regular visits as required by college staff to liaise with site supervisor and student.

**P: Textbooks and Materials to be Purchased by Students:**

Nil Topic relevant material will be provided in handout form throughout the course.

**Q: Means of Assessment:**

At least once per week meetings with student, designated site supervisor, and Douglas College staff to evaluate the progress of the student.  
Designated site supervisor to complete once per week an evaluation form from Douglas College to include such things as reliability, efficiency, safety, ability to take feedback, and teamwork.

**R: Prior Learning Assessment and Recognition: specify whether course is open for PLAR**

N/A

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 Course Designer(s)

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 Education Council / Curriculum Committee Representative

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 Dean / Director

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 Registrar