INTRODUCTION:

If you have a disability or condition that may interfere with your participation in this course, please schedule a private appointment with one of the instructors as soon as possible to discuss accommodations for your specific needs. This information will be kept strictly confidential. Please also contact the Services for Students with Disabilities office at G-664 Haven Hall, 734-763-3000 to coordinate reasonable accommodations for students with documented disabilities.

University of Michigan is committed to advancing the mental health and wellbeing of its students. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, services are available. For help, contact Counseling and Psychological Services (CAPS) at (734) 764-8312 and https://caps.umich.edu during and after hours, on weekends and holidays, or through its counselors physically located in schools on both North and Central Campus. You may also consult University Health Service (UHS) at (734) 764-8320 and https://www.uhs.umich.edu/mentalhealthsvcs, or for alcohol or drug concerns, see www.uhs.umich.edu/aodresources. For a listing of other mental health resources available on and off campus, visit: http://umich.edu/~mhealth/.

COURSE DESCRIPTION:

Technology Essential for Social Work Practice

If you don’t feel comfortable with technology, you are not alone. Many social work students have not remained current with technology and rely on a limited and suboptimal set of tools. This can result in many inefficiencies as a student, as well as being a factor that limits career opportunities. The purpose of this course is to provide non-technical instruction on a variety of technologies that are freely available and platform independent. The tools will focus on collaboration, time management, productivity, and organization, making them applicable for coursework and professional practice. Students will learn various strategies for remaining current with technology, focusing on technology issues that will have the most relevance to professional social work practice. Students will also learn the specific technology competencies put forth by the NASW and develop a learning plan for ongoing professional development.
This is a hybrid course that is comprised of face-to-face (f2f) and online portions. The f2f portion will review the technology competencies of the NASW and provide non-technical demonstrations of a variety of technologies. In the online components, students will work collaboratively with other students to complete a series of activities. These activities are designed to build knowledge and confidence with respect to some of the most important and useful technologies. Because the activities are highly collaborative, students will also learn new ways to interact to effectively and efficiently complete course projects.

Students will:
- Acquire knowledge of technology tools related to collaboration, time management, productivity, and organization;
- Gain confidence in learning about and remaining current with technology;
- Construct a learning plan for increasing their technology competencies while they are a student at UM.

COURSE DESIGN:
This course will use multiple methods including but not limited to lectures, demonstrations, readings, discussions, written assignments, individual and group exercises. The primary pedagogy will be experiential, involving problem solving, project planning, and hands on applications of real world situations arising in the field. The course will be graded satisfactory/unsatisfactory.

COURSE COMPETENCIES:
1. **Identify as a professional social worker and conduct oneself accordingly.** Social workers serve as representatives of the profession, its mission, and its core values. They know the profession’s history. Social workers commit themselves to the profession’s advocate for client access to the services of social work, practice personal reflection and self-correction to assure continual professional development, attend to professional roles and boundaries, demonstrate professional demeanor in behavior, appearance, and communication, engage in career long learning and use supervision and consultation.

2. **Apply critical thinking to inform and communicate professional judgments.** Social workers are knowledgeable about the principles of logic, scientific inquiry, and reasoned discernment. They use critical thinking augmented by creativity and curiosity. Critical thinking also requires the synthesis and communication of relevant information. Social workers distinguish, appraise, and integrate multiple sources of knowledge, including research based knowledge, and practice wisdom; analyze models of assessment, prevention, intervention, and evaluation; and demonstrate effective oral and written communication in working with individuals, families, groups, organizations, communities, and colleagues.

3. **Apply social work ethical principles to guide professional practice.** Social workers have an obligation to conduct themselves ethically and to engage in ethical decision-making. Social workers are knowledgeable about the value base of the profession, its ethical standards, and relevant law. Social workers recognize and manage personal values in a
way that allows professional values to guide practice, make ethical decisions by applying standards of the National Association of Social Workers Code of Ethics; tolerate ambiguity in resolving ethical conflicts and apply strategies of ethical reasoning to arrive at principled decisions.

RELATIONSHIP TO THE COURSE TO THE FOUR CURRICULAR THEMES:

1. **Multiculturalism and Diversity:** Students will be able to assess similarities and differences between themselves and the people they work with utilizing leadership skills as well as set specific goals and objectives which incorporate these factors into their practice. Differences to be taken into account will include gender, race, ethnicity, social class, age and other forms of social stratification and disenfranchisement.

2. **Social Justice and Social Change:** Students will demonstrate competence in: a) assessing the causes and consequences of social and economic oppression on people represented in the group of people they are assigned to work with; b) analyzing, developing, implementing, and evaluating opportunities for growth and change to alter the situation(s); and c) building on the resources and strengths of socially and economically oppressed groups and working with them to strengthen their circumstances through utilization of leadership skill sets.

3. **Social Science Theory and Research:** Students will be expected to incorporate social science theory and research findings their leadership growth and development.

4. **Social Work Ethics and Values:** Ethical standards of social work practice (as presented in the NASW Code of Ethics) will be used to address ethical issues commonly confronted by those practicing leadership in social work. The ethical standards of client confidentiality and appropriate roles, conduct and behavior of social workers and their colleagues, inter-professional/disciplinary collaboration, advocacy for oppressed individuals, and social justice will be particularly relevant to this course.

COURSE MATERIALS:
This class will utilize Canvas, where articles and reading materials as well as lecture notes/slides will be posted. Login to the Canvas portal at: [https://canvas.umich.edu](https://canvas.umich.edu) to find the course materials.

You will need to bring a laptop to this course. If you do not have access to a laptop, please contact the instructors to help make technology arrangements.

COURSE ASSIGNMENTS:
Students will complete a series of online modules to promote skill development. These
modules are organized and delivered using Canvas.

**ATTENDANCE POLICY AND GRADING:**

This course is offered Pass/Fail. In order to pass this class you must fully attend both sessions, participate and engage in large and small group discussions, and submit course assignments that demonstrates an understanding of course material.