



Recreation and Tourism Management

PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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Prior learning credit options at Saskatchewan Polytechnic

See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

How to navigate this document

This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

Contents of this guide

This guide contains the following specific PLAR information and tools for this program

- A. [PLAR fees](#)
- B. [PLAR eligibility and options](#)
- C. [Dates when PLAR assessment is available](#)
- D. [Special directions for this program](#)
- E. [PLAR contact person](#)
- F. [Self-rating course outlines](#)

A. PLAR fees

Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

B. PLAR eligibility and options

To be eligible for PLAR for courses in this program, you must first apply for admission and be accepted into the program. You must also consult with the PLAR contact person and be approved for PLAR assessment.

Course pre-requisites and co-requisites

Some courses have one or more other courses that must be completed first (pre-requisite) or at the same time (co-requisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with co-requisites.

Block assessment

Some programs may assess a cluster of courses together in one block, which may save you time and effort. Ask the [PLAR contact person](#) whether there are any block assessment options in this program.

C. Dates when PLAR assessment is available

PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

All PLAR assessments must be completed by June 15 of each academic year.

D. Special directions for this program

1. **Review** the [PLAR process and FAQs](#) and the information in this guide.
2. **Self-rate** your learning for each course using the [Course Outlines](#) in this guide.
3. **Consult** with the [PLAR contact person](#) for PLAR approval. Be prepared to provide your resume, course self-ratings (see [section F](#)), and a partially completed [PLAR application](#). If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. **Register** for PLAR at [Registration/Enrollment Services](#) once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.
5. **Finalize** a detailed Assessment Plan with your assigned assessor.
6. **Complete** assessment before your PLAR registration expires.

E. PLAR contact person

Contact one of the Program Heads below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next section). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

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F. Self-rating course outlines

Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
Semester 1		
COMM 295	Business and Technical Writing	Arts & Sciences
COMP 174	Introduction to Microsoft Excel 1	
COMP 175	Introduction to Microsoft Excel 2	
LEAD 180	Leadership and Group Dynamics	
MKTG 170	Marketing in Recreation and Tourism	
RSCH 200	Research Literacy	
RT 170	Introduction to Recreation and Tourism Management	
RT 185	Program Planning 1	
RT 202	Diversity and Cultural Foundations	
Semester 2		
ENVR 151	Environmental Sustainability	

COURSE CODE	COURSE NAME	Delivered by another department/program
MGMT 106	Organizational Management	
MGMT 204	Community Facility Management	
PE 181	Personal Health and Wellness in communities	
PE 282	Sports Management	
RT 172	Service Industry Operations Lab	
RT 186	Inclusive Leisure	
RT 187	Program Planning 2	
Semester 3		
ACCT 202	Organizational Accounting	
ADMN 201	Fund Development and Partnerships	
CAMP 280	Programming Lab 1	
PR 281	Community Public Relations	Arts & Sciences
RT 191	Introduction to Microeconomics	
RT 200	Event Planning and Facilitation	
RT 289	Community Development	Arts & Sciences
RT 292	Outdoor Programming	
TOUR 287	Community Based Tourism	
Semester 4		
BLAW 282	Law and Risk Management for Managers	
CAMP 281	Outdoor Programming Lab	
CAPL 200	Career Development	
LEAD 200	Applied Leadership	
RT 171	Economic Development	
RT 203	Event Management Lab	

COURSE CODE	COURSE NAME	Delivered by another department/program
RT 204	Business Planning for Services Oriented Operations	
RT 205	Group Tours Guiding Skills, and Local Capital	
Semester 5		
PRAC 293	Recreation and Tourism Practicum	

COMP 174 – INTRODUCTION TO MICROSOFT EXCEL 1

You will study the basic features of Excel. You will learn to create workbooks, format spreadsheet elements, manipulate multiple worksheets, create simple charts, and use simple formulas and functions.

Credit unit(s): 1.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Create a spreadsheet.			
2. Use basic functions and productivity tools.			
3. Work with multiple worksheets.			
4. Create basic charts.			

COMP 175 – INTRODUCTION TO MICROSOFT EXCEL 2

You will study the intermediate features of Excel. Using the skills and knowledge you acquired in COMP 174 (Introduction to Excel 1), you will learn to use more advanced spreadsheet functions, create, and modify several chart types, and perform data manipulation.

Credit unit(s): 1.0
Pre and Co Requisites: COMP 172 or COMP 174
Equivalent course(s): none

Use a checkmark (✓) to rate yourself as follows for each learning outcome Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.	Competent	Learning	None
1. Apply advanced formula construction.			
2. Work with charts.			
3. Perform data management.			

LEAD 180 – LEADERSHIP AND GROUP DYNAMICS

You will be introduced to the concepts of leadership and group dynamics and learn the theory of leadership, ethics, and professionalism. Your studies will include information on group processes and their practical application. You will also learn about decision making and the collaborative process, conducting meetings, and leading discussion groups.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explore the concepts of leadership and group dynamics			
2. Recognize how individuals and groups learn and communicate.			
3. Identify the importance of developing and maintaining trust among group members.			
4. Examine the elements of effective meetings.			
5. Demonstrate facilitation skills.			
6. Discuss the steps in the collaborative process.			
7. Apply decision-making techniques to a group situation.			
8. Explain the responsibilities of professional practice and ethical conduct.			

MKTG 170 – MARKETING IN RECREATION AND TOURISM

You will learn the role, concepts, and principles of marketing in a competitive environment. You will learn the importance of developing a marketing plan that includes a satisfactory marketing mix (product, price, place, and promotion). You will understand the role of a marketer with respect to assisting customer needs. You will also study the elements of digital reputation management.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss marketing and its environment.			
2. Recognize the importance of strategic planning for achieving competitive advantage.			
3. Explain how consumer behavior impacts effective marketing.			
4. Identify market segmentation.			
5. Demonstrate product strategy.			
6. Illustrate the concept of pricing objectives.			
7. Apply place channel and distribution strategy.			
8. Implement a promotion as a part of marketing strategy.			
9. Summarize the elements of digital reputation management.			
10. Create a marketing plan			

PE 181 - PERSONAL HEALTH AND WELLNESS IN COMMUNITIES

You will learn about fitness and wellness as a lifestyle within the recreation field. Your studies will focus on the dynamics of fitness/wellness and its relationship to different target groups in the community. You will also develop an overall understanding of how a fitness program is designed.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Identify the major elements of wellness from a western perspective.			
2. Identify the major elements of wellness from an Indigenous perspective.			
3. Discuss the determinants of health.			
4. Practice preventing common injuries/illness.			
5. Demonstrate physical literacy and physical fitness techniques.			
6. Employ stress management techniques.			
7. Discuss substance abuse and addictive behavior.			
8. Employ the elements of changing behavior.			
9. Apply eating for wellness.			
10. Describe the role of the recreational/tourism professional in promoting wellness for a lifetime.			

RSCH 200 – RESEARCH LITERACY

You will be introduced to basic research and its relationship to operational decision making. You will review data collection, types of research, pose simple research questions and design surveys.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain academic integrity			
2. Explain the importance and use of research.			
3. Recognize reliable research sources.			
4. Develop research questions.			
5. Describe basic data collection methods.			
6. Design a simple survey.			
7. Interpret research data.			
8. Present research data			

RT 170 – INTRODUCTION TO RECREATION & TOURISM MANAGEMENT

You will study the various agencies and organizations that make up the recreation and tourism industry and their impact on community development. You will also have an opportunity to interact with various agencies and learn about opportunities for employment in this sector.

Credit unit(s): 3.0
Pre-Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the recreation, community development and tourism industry in Saskatchewan economy.			
2. Discuss the benefits and impacts recreation, community development and tourism have on society.			
3. Discuss significant organizations in the recreation, community development and tourism industries			
4. Describe the education and training required for employment.			
5. Interact with significant organizations in the recreation, community development and tourism industry.			
6. Identify current trends in the recreation, community development and tourism industry.			

RT 185 - PROGRAM PLANNING 1

Your studies will focus on strategies used to plan and deliver leisure services in communities. You will learn about the relationship between community planning and strategic development.

Credit unit(s): 3.0
Pre-Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the strategies used in the organization and delivery of leisure services.			
2. Compare public and private leisure services			
3. Identify the basic structure of programs.			
4. Explain the relationship between targeted program development and strategic planning.			
5. Describe the program development cycle.			
6. Explain the program evaluation process.			
7. Apply program design for a specific demographic.			
8. Create a program plan.			

RT 202 – DIVERSITY & CULTURAL FOUNDATIONS

You will examine impact of cultural diversity in Saskatchewan and Canada. You will review the immigration process and the implications for recreation and community development. You will explore cultural values and the importance of understanding various cultures while working in recreation and leadership fields. Your studies will also include Saskatchewan’s First Nations and Metis history and culture and an opportunity to participate in a culture camp.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Define culture and its significance.			
2. Examine the diverse Canadian identity.			
3. Explain potential challenges in inter-cultural communications.			
4. Explain how to improve inter-cultural understanding and sensitivity.			
5. Examine First Nations’ and Métis history.			
6. Explore current Indigenous cultural practices.			
7. Discuss the importance of immigration to Saskatchewan.			
8. Describe social inequality in Canada.			
9. Describe how cultural diversity affects recreation and community development.			

COMM 295 – BUSINESS & TECHNICAL WRITING

You will receive instruction and practice in written communication skills needed as a professional. You will review grammar and the mechanics of writing, study and practice research skills and techniques, and produce examples of business and technical writing.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Identify elements of communication.			
2. Employ effective written Canadian English.			
3. Demonstrate effective research and documentation.			
4. Create a summary and an analysis.			
5. Employ appropriate elements of business correspondence.			
6. Create a formal technical report proposal			

ENVR 151 – ENVIRONMENTAL SUSTAINABILITY

You will study ways to link ecological concerns to individual and community decision making. Your studies will include issues related to sustainability and options that recreation and community organizations could use to reduce environmental impact.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
7. Describe environmental literacy.			
8. Discuss the relationship that Indigenous peoples have with the natural environment.			
9. Recognize environmental sustainability.			
10. Calculate an ecological footprint.			
11. Discuss current provincial environmental issues.			
12. Describe the environmental impact of the recreation and tourism sectors.			
13. Analyze strategies designed to reduce the ecological footprint of recreation and tourism organizations.			

MGMT 106 – ORGANIZATIONAL MANAGEMENT

You will learn about management concepts, processes, and techniques. You will focus on the components of management including planning, organizing, leading, and controlling. You will identify social and environmental issues affecting managers in today's environment. You will work through the process of recruitment, screening, training and recognition of volunteer management programs. You will discuss the various board structures and their operating processes.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Compare management and leadership.			
2. Define key terms in management.			
3. Describe the roles and responsibilities of management.			
4. Explain management theories.			
5. Recognize the foundations of management planning.			
6. Discuss the organizing function of management.			
7. Describe the leading function of management.			
8. Examine the controlling function of management.			
9. Identify social and environmental issues affecting managers today.			
10. Apply guiding principles of volunteer management.			
11. Discuss structures, operating processes and accountability within a board.			

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Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
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2. Define key terms in management.			
3. Describe the roles and responsibilities of management.			
4. Explain management theories.			
5. Recognize the foundations of management planning.			
6. Discuss the organizing function of management.			
7. Describe the leading function of management.			
8. Examine the controlling function of management.			
9. Identify social and environmental issues affecting managers today.			
10. Apply guiding principles of volunteer management.			
11. Discuss structures, operating processes, and accountability within a board.			

MGMT 204 – COMMUNITY FACILITY MANAGEMENT

You will examine facility policies and procedures, maintenance practices, daily operations and facility design. You will study the operation and management of facilities and have the opportunity to engage in a facility symposium.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the importance of facilities and environments to communities.			
2. Identify facilities and environments commonly managed in communities.			
3. Identify daily operations required in facilities.			
4. Discuss energy management.			
5. Illustrate the importance of preventative and operational maintenance.			
6. Identify the importance of managing assets.			
7. Review the use of a scheduling system.			
8. Identify the issues related to event planning in facilities.			
9. Engage in industry facility symposium.			

PE 282 – SPORTS MANAGEMENT

Your studies will focus on the sport delivery system. You will discuss the impact and benefits of sport: and address topical issues of moral reasoning, ethics, racism, abuse, equity, screening, and others in sport.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the benefits of sport and sport literacy.			
2. Discuss the history of sport, and sport development in Canada.			
3. Explain the sport delivery system in Saskatchewan.			
4. Illustrate key components of sport administration.			
5. Discuss the sport tourism industry.			
6. Identify the involvement of Indigenous peoples in sport and the socioeconomic impact to communities.			
7. Describe contemporary issues in sport administration.			

RT 172 – SERVICE INDUSTRY OPERATIONS LAB

You will evaluate relevant Recreation and Tourism service organizations in a specific region. Your studies will focus the role positive service plays in the success of an organization or service.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the concept of a service-based organization.			
2. Identify the correlation between service management and the user experience.			
3. Explore service-based organizations in the recreation and tourism field.			
4. Investigate service management/leadership training available in-service oriented organizations.			
5. Develop criteria for a positive service experience.			
6. Audit an experience from a service-based organization.			
7. Draft a service vision.			

RT 186 – INCLUSIVE LEISURE

You will explore the concepts of universal design as they apply to the delivery of recreation and leisure services. Your studies will also include content on the role of advocacy in supporting leisure participation.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the meaning of inclusion and an inclusive society.			
2. Describe the concepts of disability and disenfranchisement.			
3. Identify the influence of attitudes and language supporting inclusion.			
4. Recognize the removal of barriers to inclusive leisure.			
5. Explore universal design.			
6. Construct an inclusion plan.			
7. Review the role of advocacy in supporting leisure participation.			

RT 187 – PROGRAM PLANNING 2

Building on the theory studied in Program Planning 1, you will apply a social planning model to an actual situation. Your studies will also include Saskatchewan Tourism Education Council (STEC) Service Best program certification.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the program development cycle.			
2. Examine protocol requirements related to recreation and tourism.			
3. Create an activity for facilitation.			
4. Evaluate activity developed for agency.			
5. Discuss the importance of service management in recreation and tourism.			
6. Demonstrate service management skills needed for successful program implementation.			

ACCT 202 - ORGANIZATIONAL ACCOUNTING

You will be introduced to fundamental accounting concepts used in the public sector, municipalities, and non-profit organizations. You will learn the value of information presented in an organization's financial statements and examine cost concepts, allocations, and budgeting processes to direct the decision-making of these types of organizations.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the function of business, accounting, and ethics.			
2. Explain the components of financial statements.			
3. Analyze financial statements using basic financial and operating ratios.			
4. Analyze the relationship between pricing strategies, costs, and profit.			
5. Reconcile cash accounts.			
6. Explain current auditing practices.			
7. Calculate prices using the "bottom-up" approach.			
8. Prepare a budget.			

ADMN 201 - FUND DEVELOPMENT AND PARTNERSHIPS

You will study the various forms of fund development practices in the recreation, community development and tourism industry. You will learn how to seek corporate sponsorship, write funding applications, and understand the importance of establishing and nurturing partnerships.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe fund development			
2. Review corporate sponsorship			
3. Discuss the importance and purpose of proposals			
4. Discuss the process of grant development			
5. Discuss the adjudication process			
6. Discuss the evaluation and requirements of funding securement			
7. Application/demonstration of funding requests			
8. Review the types of partnerships & relationships in RCD			
9. Explain the importance of inter-agency cooperation and partnership			
10. Discuss the process of establishing a partnership			
11. Identify potential funding & partnership opportunities in Saskatchewan			

CAMP 280 – PROGRAMMING LAB 1

You will learn the skills needed to plan and lead outdoor education/recreational activities. Your studies will include planning outdoor programs with minimal environmental impact is emphasized through sustainability activities.

Credit unit(s): 6.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Demonstrate how the natural environment is used for enjoyment, education, and conservation.			
2. Demonstrate a positive attitude and willingness to try new activities.			
3. Demonstrate safety precautions related to risk assessment.			
4. Apply the principles of an outdoor education program.			
5. Demonstrate basic camping and outdoor living skills.			
6. Contribute as a member of a community/team.			
7. Perform assigned camp tasks and activities.			
8. Demonstrate skill development in outdoor activity programs.			

LEAD 200 – APPLIED LEADERSHIP

Your studies will further develop your group processing skills and will provide you with the opportunity to discuss the importance of having a working leadership philosophy. You will focus on the problem-solving process, controversy and conflict and managing change.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the role of philosophy and motivation in leadership.			
2. Develop emotional intelligence.			
3. Analyze communication and group process.			
4. Examine the nature of power in groups.			
5. Describe the use of appreciative inquiry in problem solving.			
6. Apply principles of collaborative problem solving.			
7. Explore techniques to manage conflict.			
8. Demonstrate effective change management.			
9. Reflect on best practices in leadership.			

PR 281 – COMMUNITY PUBLIC RELATIONS

You will learn the basics of public relations theory and practice including public relations writing and media relations. You will learn about the nature of publicity and use basic public relations tools such as news releases, interview, press conferences, e-newsletters, and social media.

Credit unit(s): .0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the importance of creating a positive public image.			
2. Discuss specialization within the public relations field.			
3. Describe the workings of the mass media.			
4. Prepare a public relations campaign.			
5. Write for publicity.			
6. Design in-house publications.			
7. Discuss the use of social media for marketing.			

RT 191 – INTRODUCTION TO MICROECONOMICS

You will become familiar with how consumption and production decisions are made in a market economy. You will study the applications of supply and demand analysis, the theory of consumer behaviour and the impact of government regulations and intervention on market performance. You will study the basic theory of the firm under perfect competition, monopoly and monopolistic competition and the principles of oligopoly.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Define economics			
2. Explain the law of demand			
3. Explain the law of supply			
4. Explain the market economy using demand and supply			
5. Explain government choices, markets, efficiency, and equity			
6. Explain the markets of monopoly, oligopoly, monopolistic competition, and competition			
7. Explain marginal revenue and marginal cost			
8. Explain monopoly under government regulations, competition, and the law			
9. Explain externalities, carbon taxes, free riders, and public goods			
10. Explain demand and supply in input markets, and income and wealth distributions			

RT 200 – EVENT PLANNING AND FACILITATION

You will study the process involved in establishing festivals and special events. Emphasis will be placed on the importance of establishing and maintaining contracts.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the management of festivals and events			
2. Define the various aspects and special considerations of event planning			
3. Identify the use of a critical path in the planning process			
4. Practice how to design, negotiate and maintain a contract			
5. Explain the solicitation of sponsors and donor			
6. Identify the elements of conference planning			

RT 289 – COMMUNITY DEVELOPMENT

You will be studying the concept and models of community development. You will discuss the concept of social capital and explore asset mapping to help mobilize individuals and organizations to make connections and build capacity.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the central concepts of community and community development.			
2. Express the relevance of history, and the importance of perspectives in community development.			
3. Describe the importance and impact relationships have on a community.			
4. Identify the roles, responsibilities, and skill necessary for a community practitioner.			
5. Apply the concept of asset mapping.			
6. Describe the elements that impact indigenous community development.			
7. Identify how community development occurs in international settings.			
8. Discuss Canadian Social programs and the future of Community development.			

RT 292 – OUTDOOR PROGRAMMING

You will examine the philosophy, development, and management of outdoor programs in relation to various ages, cultures, and environments. Your studies will focus on planning, developing, delivering, and evaluating outdoor program, the environmental impact the programs cause and methods that can be used to minimize recreation user impact and risk.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explore outdoor programming.			
2. Compare the impact of outdoor and indoor activity on basic human needs.			
3. Create a basic administrative plan for an outdoor program.			
4. Apply leadership skills in an outdoor environment			
5. Analyze support systems needed for managing outdoor programs.			
6. Identify procedures for dealing with emergency situations.			
7. Design an outdoor program.			

BLAW 282 – LAW & RISK MGMT. FOR MANAGERS

You will study the Canadian legal system as it applies to recreation and tourism. You will discuss the legal framework for recreation and will review negligence, liability, contract law, and risk management. Case studies are used to help the student understand how to avoid negligence and liability and provide safe environments.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe legislation that impacts the recreation industry.			
2. Discuss risks of recreation and strategies to reduce liability.			
3. Apply the principles of contract law.			
4. Explain the role of unions, collective bargaining, and labour laws.			
5. Apply the law of torts including negligence.			
6. Discuss risks and strategies to minimize liability on recreational property (parks, facilities, public lands).			
7. Explain risk management for recreation activities.			
8. Discuss recreational/tourism product and equipment risks, and strategies for risk management.			

CAMP 281 – OUTDOOR PROGRAMMING LAB

The course provides an opportunity for you to develop your leadership and group management skills as you apply the program planning and community development process in a seasonally appropriate environment. You will work within an organizational structure that will ensure camp standards are established and maintained. You will implement a process to ensure a fair and equitable allocation of resources.

Credit unit(s): 7.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the relationship of plants and animals to the natural environment.			
2. Implement community development strategies.			
3. Display effective group/team behavior.			
4. Manage typical operating systems of a residential camp.			
5. Carry out selected management functions of a residential camp.			
6. Design camp-oriented programs.			
7. Deliver camp-oriented programs.			
8. Demonstrate skills in outdoor activity programs.			
9. Demonstrate skills in food preparation and hospitality service.			
10. Apply outdoor emergency safety techniques			

CAPL 200 – CAREER DEVELOPMENT

You will research agencies in the recreation and tourism industry to select a practicum that meets career goals. You will also create an employability presence that includes the development of a resume and cover letter and the opportunity to participate in mock job interviews.

Credit unit(s): 2.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Choose a field placement that meets career goals.			
2. Create an employability presence.			
3. Demonstrate job interview strategies.			

RT 171 – ECONOMIC DEVELOPMENT

You will study the concepts economic development as it applies to community growth. You will discuss how communities work with government, and private sectors to build strong communities, industries, and markets.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the relationship between recreation tourism and economic development as it relates to quality of life.			
2. Discuss the theory of economic development.			
3. Describe models of economic development.			
4. Explain environmental issues and economic development.			
5. Identify how to measure economic growth.			
6. Explain the core values of growth.			
7. Identify the objectives of development.			
Identify the basic indicators of development.			

RT 203 – EVENT MANAGEMENT LAB

You will learn how to develop a sustainable business plan. Your studies will include the importance of understanding feasibility, strategic planning and the steps that are to be taken to develop a sustainable business plan for their recreation and tourism industry. You will apply these steps to a simple business plan which could be utilized in a new or existing business plan from an entrepreneurial perspective.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain feasibility studies.			
2. Identify the steps of a feasibility study.			
3. Describe the importance of strategic planning.			
4. Compare a service-oriented business and a product-oriented business.			
5. Examine the importance of service quality management and customer loyalty.			
6. Discuss business ethics, environmental management, and sustainability.			
7. Analyze a financial plan for starting a small business.			
8. Create a business concept.			
9. Construct business plan.			

RT 205 – GROUP TOURS GUIDING SKILLS & LOCAL CAPITAL

You will study the components of low-risk group tours and guiding opportunities. You will have an opportunity to practice specific skills related to delivering these events. Upon successful completion of this course, you will receive certification from OCC/STEC.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe group travel related to the tourism industry.			
2. Discuss the administrative responsibilities of group tours.			
3. Practice interpretive skills.			
4. Examine the importance of environmental interpretation.			
5. Perform techniques in navigation and transportation.			
6. Demonstrate leadership skills with a customer service management orientation.			
7. Engage in relevant leadership professional development (OCC/STEC certifications).			
8. Design a multi-day tour.			

TOUR 287 – COMMUNITY BASED TOURISM

You will study how the municipal recreation practitioner can work with the local tourism industry to ensure tourism planning results in a beneficial and lasting fit with other aspects of community and area well-being. The Community - Based Tourism Planning (CBTP) Process Model is used as a guide. You will examine how the CBTP can be applied in diverse communities.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the value of a municipal tourism plan.			
2. Describe the relationship between public recreation and private tourism in community development.			
3. Explain how to assess the value of tourism to a community plan.			
4. Describe how to implement the Community Based Tourism Planning Model.			
5. Discuss how to stay relevant in the tourism industry.			
6. Describe how to develop a draft municipal tourism plan.			

BLAW 282 – LAW & RISK MGMT. FOR MANAGERS

You will study the Canadian legal system as it applies to recreation and tourism. You will discuss the legal framework for recreation and will review negligence, liability, contract law, and risk management. Case studies are used to help the student understand how to avoid negligence and liability and provide safe environments.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe legislation that impacts the recreation industry.			
2. Discuss risks of recreation and strategies to reduce liability.			
3. Apply the principles of contract law.			
4. Explain the role of unions, collective bargaining, and labour laws.			
5. Apply the law of torts including negligence.			
6. Discuss risks and strategies to minimize liability on recreational property (parks, facilities, public lands).			
7. Explain risk management for recreation activities.			
8. Discuss recreational/tourism product and equipment risks, and strategies for risk management.			

CAMP 281 – OUTDOOR PROGRAMMING LAB

The course provides an opportunity for you to develop your leadership and group management skills as you apply the program planning and community development process in a seasonally appropriate environment. You will work within an organizational structure that will ensure camp standards are established and maintained. You will implement a process to ensure a fair and equitable allocation of resources.

Credit unit(s): 7.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the relationship of plants and animals to the natural environment.			
2. Implement community development strategies.			
3. Display effective group/team behavior.			
4. Manage typical operating systems of a residential camp.			
5. Carry out selected management functions of a residential camp.			
6. Design camp oriented programs.			
7. Deliver camp oriented programs.			
8. Demonstrate skills in outdoor activity programs.			
9. Demonstrate skills in food preparation and hospitality service.			
Apply outdoor emergency safety techniques			

CAPL 200 – CAREER DEVELOPMENT

You will research agencies in the recreation and tourism industry to select a practicum that meets career goals. You will also create an employability presence that includes the development of a resume and cover letter and the opportunity to participate in mock job interviews.

Credit unit(s): 0.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Choose a field placement that meets career goals.			
2. Create an employability presence.			
3. Demonstrate job interview strategies.			

LEAD 200 – Applied Leadership

Your studies will further develop your group processing skills and will provide you with the opportunity to discuss the importance of having a working leadership philosophy. You will focus on the problem-solving process, controversy and conflict and managing change.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the role of philosophy and motivation in leadership.			
2. Develop emotional intelligence.			
3. Analyze communication and group process.			
4. Examine the nature of power in groups.			
5. Describe the use of appreciative inquiry in problem solving.			
6. Apply principles of collaborative problem solving.			
7. Explore techniques to manage conflict.			
8. Demonstrate effective change management.			
9. Reflect on best practices in leadership.			

RT 171 – ECONOMIC DEVELOPMENT

You will study the concepts economic development as it applies to community growth. You will discuss how communities work with government, and private sectors to build strong communities, industries, and markets.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the relationship between recreation tourism and economic development as it relates to quality of life.			
2. Discuss the theory of economic development.			
3. Describe models of economic development.			
4. Explain environmental issues and economic development.			
5. Identify how to measure economic growth.			
6. Explain the core values of growth.			
7. Identify the objectives of development.			
8. Identify the basic indicators of development.			

RT 203 – EVENT MANAGEMENT LAB

You will become familiar with the process involved in establishing festivals and special events. Emphasis will be placed on the importance of establishing and maintaining contracts.

Credit unit(s): 1.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Demonstrate the various aspects and special considerations of event planning.			
2. Apply the use of a critical path in the planning process			
3. Illustrate how to design, negotiate, and maintain a contract			
4. Implement the solicitation of sponsors and donors			

RT 204 – BUSINESS PLANNING FOR SERVICE ORIENTED OPERATIONS

You will learn how to develop a sustainable business plan. Your studies will include the importance of understanding feasibility, strategic planning and the steps that are to be taken to develop a sustainable business plan for their recreation and tourism industry. You will apply these steps to a simple business plan which could be utilized in a new or existing business plan from an entrepreneurial perspective.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain feasibility studies.			
2. Identify the steps of a feasibility study.			
3. Identify the steps of a feasibility study.			
4. Compare a service-oriented business and a product-oriented business.			
5. Examine the importance of service quality management and customer loyalty.			
6. Discuss business ethics, environmental management, and sustainability.			
7. Analyze a financial plan for starting a small business.			
8. Create a business concept.			
9. Construct business plan.			

RT 205 – GROUP TOURS GUIDING SKILLS & LOCAL CAPITAL

You will study the components of low-risk group tours and guiding opportunities. You will have an opportunity to practice specific skills related to delivering these events. Upon successful completion of this course, you will receive certification form OCC/STEC.

Credit unit(s): 4.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe group travel related to the tourism industry.			
2. Discuss the administrative responsibilities of group tours.			
3. Practice interpretive skills.			
4. Examine the importance of environmental interpretation.			
5. Perform techniques in navigation and transportation.			
6. Demonstrate leadership skills with a customer service management orientation.			
7. Engage in relevant leadership professional development (OCC/STEC certifications).			
8. Design a multi-day tour.			

TOUR 287 – COMMUNITY BASED TOURISM

You will study how the municipal recreation practitioner can work with the local tourism industry to ensure tourism planning results in a beneficial and lasting fit with other aspects of community and area well-being. The Community - Based Tourism Planning (CBTP) Process Model is used as a guide. You will examine how the CBTP can be applied in diverse communities.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the value of a municipal tourism plan.			
2. Describe the relationship between public recreation and private tourism in community development.			
3. Explain how to assess the value of tourism to a community plan.			
4. Describe how to implement the Community Based Tourism Planning Model.			
5. Discuss how to stay relevant in the tourism industry.			
6. Describe how to develop a draft municipal tourism plan.			

PRAC 293 – Recreation & Tourism Practicum

You will have the opportunity to apply the theory and the experience gained in this program through a practical experience. You will use the skills and knowledge to work as a front-line employee in the field of recreation, community development and tourism.

Credit unit(s): 10.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Prepare for job search.			
2. Demonstrate field placement aligns with careers goals.			
3. Negotiate a work-related strategy.			
4. Demonstrate employability skills in the workplace.			
5. Identify management and leadership skills in the workplace.			
6. Implement project management skills.			
7. Apply agency policies and procedures.			
8. Perform as a team member.			
9. Demonstrate professional conduct.			