



MERCER
COUNTY COMMUNITY COLLEGE

COURSE OUTLINE

Course Number	Course Title	Credits
FUN 299	NBE Review	1
Hours: Lecture/Lab/Other	Co- or Pre-requisite	Implementation Semester & Year
1/0/0	Must be enrolled in the FUN program	Fall 2023

Catalog description:

NBE (National Board Examination) Preparation is the capstone event for the Funeral Service program. Students must pass the National Board Exam in order to graduate from the Funeral Service program(s). Students will review topics covered in the curriculum via classroom discussion and practice tests. (Recommended course in the Funeral Service curriculum and especially for all Funeral Service students who did not sit for the NBE within 3 months of completion of coursework in the Funeral Service Curriculum and students who did not complete the FUN curriculum within 3 years of matriculation.)

Note: NBE is administered by an independent testing agency at their site. Fee for the exam is the responsibility of the student and is not included in the fees for this course. Passing the exam is necessary for licensure in New Jersey, Pennsylvania and Delaware.

General Education Category: Not GenEd | **Course coordinator:** Michael T. Daley DaleyM@MCCC.EDU 609-617-1029

Required texts & Other materials:

Funeral Service Vocabulary books (distributed by the program via ABFSE)
The course utilizes the Death Education Assessment Drills (D.E.A.D) program, found at <https://www.deatheducationassessmentdrills.com/>

Course Student Learning Outcomes (SLO):

Course Competencies/Goals:

The student will be able to:

1. Explain and apply specialized terminology associated with the practice of funeral service. (ILG: 1, 3, 4, 5, 6, 7, 8 & 11; PLO: 2.1.1, 2.1.4, 2.1.5, 2.1.7).
2. Analyze situations faced by entry-level practitioners in funeral service and recommend appropriate responses and courses of action. (ILG: 1, 2, 3, 4, 5, 8; PLO: 2.1.1, 2.1.2, 2.1.3, 2.1.4, 2.1.4, 2.1.5, & 2.1.6).
3. Demonstrate knowledge & understanding of the entire Funeral Service curriculum via successful completion of computer based practice tests. (ILG: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 & 11; PLO: all of ABFSE Standard 2.1).

Course-specific Institutional Learning Goals (ILG):

Institutional Learning Goal 1. Written and Oral Communication in English. Students will communicate effectively in both speech and writing.

Institutional Learning Goal 2. Mathematics. Students will use appropriate mathematical and statistical concepts and operations to interpret data and to solve problems.

Institutional Learning Goal 3. Science. Students will use the scientific method of inquiry, through the acquisition of scientific knowledge.

Institutional Learning Goal 4. Technology. Students will use computer systems or other appropriate forms of technology to achieve educational and personal goals.

Institutional Learning Goal 5. Social Science. Students will use social science theories and concepts to analyze human behavior and social and political institutions and to act as responsible citizens.

Institutional Learning Goal 6. Humanities. Students will analyze works in the fields of art, music, or theater; literature; philosophy and/or religious studies; and/or will gain competence in the use of a foreign language.

Institutional Learning Goal 7. History. Students will understand historical events and movements in World, Western, non-Western or American societies and assess their subsequent significance.

Institutional Learning Goal 8. Diversity and Global Perspective: Students will understand the importance of a global perspective and culturally diverse peoples

Institutional Learning Goal 9. Ethical Reasoning and Action. Students will understand ethical frameworks, issues, and situations.

Institutional Learning Goal 10. Information Literacy: Students will recognize when information is needed and have the knowledge and skills to locate, evaluate, and effectively use information for college level work.

Institutional Learning Goal 11. Critical Thinking: Students will use critical thinking skills understand, analyze, or apply information or solve problems.

Program Learning Outcomes for Funeral Service AAS (PLO)

- 2.1 The central objective of an ABFSE-accredited program must be to educate students in every phase of funeral service so that program graduates are prepared for entry-level employment in funeral service. In support of this objective, a program must adopt at least the following Learning Outcomes:
- 2.1.1 Explain the importance of funeral service professionals in developing relationships with the families and communities they serve.
 - 2.1.2 Identify standards of ethical conduct in funeral service practice.
 - 2.1.3 Interpret how federal, state, and local laws apply to funeral service in order to ensure compliance.
 - 2.1.4 Apply principles of public health and safety in the handling and preparation of human remains.
 - 2.1.5 Demonstrate technical skills in embalming and restorative art that are necessary for the preparation and handling of human remains.
 - 2.1.6 Demonstrate skills required for conducting arrangement conferences, visitations, services, and ceremonies.
 - 2.1.7 Describe the requirements and procedures for burial, cremation, and other accepted forms of final disposition of human remains.
 - 2.1.8 Describe methods to address the grief-related needs of the bereaved.
 - 2.1.9 Explain management skills associated with operating a funeral establishment.
 - 2.1.10 Demonstrate verbal and written communication skills and research skills needed for funeral service practice.

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Units of study in detail.

Unit I (SLO 1, 2, & 3)

Introduction

Learning Objectives

The student will be able to...

- differentiate the subtest areas which constitute the basis of testing on the NBE
- distinguish and utilize resources helpful for NBE review
- access the DEAD test

Unit II (SLO 1, 2, & 3)

ABFSE Science curriculum

Learning Objectives

The student will be able to...

- appraise and apply terminology from the Science portion of the ABFSE curriculum
- reframe and analyze difficult topics on weekly administrations of the Science portion of DEAD
- successfully pass the Science section of the DEAD test three times

Unit III (SLO 1, 2, & 3)

ABFSE Arts curriculum

Learning Objectives

The student will be able to...

- appraise and apply terminology from the Arts portion of the ABFSE curriculum
- reframe and analyze difficult topics on weekly administrations of Arts portion of DEAD
- successfully pass the Arts section of the DEAD test three times

Evaluation of student learning:

Students will meet weekly to review and discuss of topics covered in the ABFSE curriculum that represent tasks expected to be performed and competencies required of licensees in funeral service. Students must take the DEAD test weekly and earn a minimum score of 80 on **both** the ARTS and SCIENCES portion of the simulated exam three times in order to successfully complete the course. Students may, and are encouraged, to take these tests as many times as necessary (e.g. although a total of five (5) with three (3) or more with at least 80% or higher, 100 or more attempts can be made).