



Information School
UNIVERSITY OF WISCONSIN-MADISON

LIS/C&I 620: Field Project Agreement

It is agreed that the field project below will be accomplished in accordance with the guidelines established by the UW-Madison Information School (iSchool). Signatures of student, site supervisor and faculty instructor indicate that each has reviewed the project and accepts the description and learning objectives as stated.

Student Name:

Student Email:

Phone:

Student Signature:

Date:

Site Supervisor Name:

Site Supervisor Email:

Phone:

Site Supervisor Signature:

Date:

Faculty Instructor Name:

Faculty Instructor Signature:

Date:

Field Project Information

Site Name:

Site Address:

Site Phone:

Dates of Project:

Information School

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On the following pages, create 3-4 learning objectives, one per page, that will help you meet your overall goals for this placement.

- Learning objectives start with active verbs, and should describe what you will be able to do and know by the end of the placement.
- See p. 7 for example learning objectives.
- Below the objectives, list the associated skills that you hope to acquire, followed by the on-site activities that will lead to you reaching your goals.
- Finally, associate each of your learning objectives with 1-2 iSchool Program Level Learning Outcomes, using the numbers. See the iSchool Program Level Learning Outcomes at the end of this document or online at:
<https://ischool.wisc.edu/programs/ma-library-information-studies/ma-learning-outcomes-data-reports/>

For School Library Media (SLM) students only: In addition, SLM students need to address each of the FIVE major ALA/AALS/CAEP School Librarian standards between the two school placements (you only need to address one subheading under each of the five major standards). The standards are here:

https://www.ala.org/aasl/sites/ala.org/aasl/files/content/aasleducation/ALA_AASL_CAEP_School_Librarian_Preparation_Standards_2019_Final.pdf

In this box, list Learning Objective 1:

What skills do you hope to develop through working towards this objective:

List activities and experiences that will lead to meeting this objective:

Corresponding iSchool Program Level Outcome(s) (list the numbers, e.g. 1, 3, 6):

For School Library Media students only - Corresponding ALA/AALS/CAEP School Librarian standards (include the number and description):

Student and Site Supervisor Evaluation, Objective 1

(Student and supervisor need to complete the following sections at the end the practicum)

Was this learning objective reached? in full in part not at all

Explain and provide evidence of accomplishment:

Was this a reasonable objective to set for yourself for this placement? yes no

Would you recommend this as a reasonable objective to future students working in a similar placement? yes no

If you were starting the practicum and writing the learning objective now, what changes would you make to this objective, if any?

Please elaborate on all three questions:

In this box, list Learning Objective 2:

What skills do you hope to develop through working towards this objective:

List activities and experiences that will lead to meeting this objective:

Corresponding iSchool Program Level Outcome(s) (list the numbers, e.g. 1, 3, 6):

For School Library Media students only - Corresponding ALA/AALS/CAEP School Librarian standards (include the number and description):

Student and Site Supervisor Evaluation, Objective 2

(Student and supervisor need to complete the following sections at the end the practicum)

Was this learning objective reached? in full in part not at all

Explain and provide evidence of accomplishment:

Was this a reasonable objective to set for yourself for this placement? yes no

Would you recommend this as a reasonable objective to future students working in a similar placement? yes no

If you were starting the practicum and writing the learning objective now, what changes would you make to this objective, if any?

Please elaborate on all three questions:

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In this box, list Learning Objective 3:

What skills do you hope to develop through working towards this objective:

List activities and experiences that will lead to meeting this objective:

Corresponding iSchool Program Level Outcome(s) (list the numbers, e.g. 1, 3, 6):

For School Library Media students only - Corresponding ALA/AALS/CAEP School Librarian standards (include the number and description):

Student and Site Supervisor Evaluation, Objective 3
(Student and supervisor need to complete the following sections at the end the practicum)

Was this learning objective reached? in full in part not at all

Was this a reasonable objective to set for yourself for this placement? yes no

Would you recommend this as a reasonable objective to future students working in a similar placement? yes no

If you were starting the practicum and writing the learning objective now, what changes would you make to this objective, if any?

Please elaborate on all three questions:

In this box, list Learning Objective 4:

What skills do you hope to develop through working towards this objective:
List activities and experiences that will lead to meeting this objective:
Corresponding iSchool Program Level Outcome(s) (list the numbers, e.g. 1, 3, 6):
For School Library Media students only - Corresponding ALA/AALS/CAEP School Librarian standards (include the number and description):
<p>Student and Site Supervisor Evaluation, Objective 4 <i>(Student and supervisor need to complete the following sections at the end the practicum)</i></p> <p>Was this learning objective reached? <input type="checkbox"/> in full <input type="checkbox"/> in part <input type="checkbox"/> not at all</p> <p>Was this a reasonable objective to set for yourself for this placement? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>Would you recommend this as a reasonable objective to future students working in a similar placement? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If you were starting the practicum and writing the learning objective now, what changes would you make to this objective, if any?</p> <p><i>Please elaborate on all three questions:</i></p>

Program Learning Outcomes 2024

<https://ischool.wisc.edu/about-the-lis-ma/#newplo>

1. Demonstrate understanding of societal, legal, policy or ethical information issues.
2. Employ appropriate tools, standards, or best practices to organize information or information carriers for usability and access.
3. Design appropriate research methodologies to assess programs, services, or systems for inquiry or decision-making.
4. Demonstrate understanding of professional competencies important for management of information organizations.

5. Demonstrate competency with information technologies important to the information professions.
6. Apply concepts, principles, or theories learned in courses to field practice, broadly defined via a practicum, applied work experience, or practical course assignments.
7. Demonstrate an understanding of systemic inequalities surrounding information organization, use, services, or professions specifically in relation to privilege and marginalization.

Writing Learning Objectives

Objectives start with 'I will be able to...' and describe what you can do at the end of the practicum that you could not do before

Effective objectives are measurable, and are not too abstract, too narrow, nor lower level skills

Objectives should not be an activity or an instructional strategy (eg. should NOT be 'I will practice sharing ideas' or 'I will be introduced to the idea...').

Example Learning Objectives

I will be able to demonstrate a working knowledge of library cataloging standards, such as RDA and MARC, and relevant cataloging systems, like Voyager and OCLC Connexion.

I will be able to identify appropriate grants to fund a pilot program for the school of education certification process hosted by the library.

I will be able to organize and implement children's programming relevant to the community and targeted age groups.

I will be able to demonstrate how to properly handle, document, and preserve analog audio collections material according to best practice.

I will be able to collect nonfiction materials based on a budget and collection development policy and guidelines.

I will be able to gather and curate professional resources about "fair use" and copyright policies for students and teachers and disseminate this material via a LibGuide.

I will be able to apply appropriate social media tools for the purpose of communicating collection contents to a broad audience.

I will be able to create executive summaries of statistical results that are useful to both library personnel and university administration for decision-making purposes.

I will be able to present the progress of a project to a library committee using good communication skills

I will be able to analyze and evaluate a virtual reference collection and a periodical collection based on the library's budget and collection development guidelines.

I will be able to plan and carry out a teen program that is well-suited for the library's community.

I will be able to explain the purpose of library social media marketing.

I will be able to research, identify, and discuss important considerations in the design and implementation of technology-enhanced library and learning spaces.

I will be able to use project management best practices to document and record progress for a multi-stage, multi-year project so that others can continue the project.

I will be able to gather appropriate information, to be organized into a succinct, usable database.

I will know how to record and communicate effective meeting minutes to the appropriate stakeholders.

I will be able to demonstrate how to properly handle, evaluate, and index genealogical and historical materials for use in various library-created databases.

I will be able to identify the needs of a community and plan and implement programming to meet those needs.