

LIS 602-B/Fall 2006
University of North Carolina at Greensboro
Department of Library and Information Studies

SYLLABUS
LIS 602-B PRACTICUM IN LIBRARY AND INFORMATION STUDIES
School Library Media Center

Course Description: Supervised field experiences in a school library media center with seminars. The practicum course serves as a culminating experience for those students who are planning to work in school media centers and are seeking 076 Media Coordinator licensure in North Carolina. (Three semester hours)

Prerequisites: Completion of LIS core requirements (LIS 600, 620, 640, 615, and 650), and all required school library courses (616, 653, 654, and either 617 or 618). Permission to take LIS 602-B without completion of prerequisites must be obtained from the coordinator of School Library Media Programs.

Faculty Supervisor: assigned by the university

Text: Outside readings as assigned.

Objectives:

To provide opportunities for students:

1. To apply knowledge gained from coursework, research, and independent study to school library media centers.
2. To experience the various roles of the library media specialist, as defined by *Information Power*.
3. To extend understanding of the administrative and operational tasks involved in managing a library media center.
4. To identify their areas of strength and areas for continuing improvement.
5. To develop professional attitudes and effective interpersonal relationships in the work environment.

Grading:

Grades are reported as “S” (satisfactory) or “U” (unsatisfactory). “S” grade indicates completion of requirements and submission of documentation including:

- Written time schedule form and log (if required)
- Written goals/objectives and plan for completion
- Written demographic analysis of school in which the practicum is served
- Video tape of teaching with **self-analysis**
- Written reflection of school visits
- Written evaluation and analysis on goals/objectives achievement
- Reflection of the practicum experience
- Evaluation form from supervising librarian

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Requirements:

1. The length of time in the library field assignment and course credit for practicum varies with individual student needs and objectives. Minimum time in the field for three (3) semester hours is 120 clock hours or approximately 20 work days full time.
2. Attendance at any scheduled seminars.
3. Maintenance of communications with both the faculty supervisor and the supervising librarian.
4. Development of a written date/time schedule, **if assigned**, for the required minimum time (see Proposed Time Schedule form). When possible, schedule should be submitted to the faculty supervisor and the supervising librarian at least one week prior to beginning assignment. A log of actual time and tasks should be submitted at the end of the practicum.
5. Development of written goals/objectives (see Goals/Objective Planning Form) to be achieved during the practicum experience. At least one goal from each major area is required (1. Teaching and learning; 2. Information Access and Delivery; 3. Program Management) Goals/objectives/strategies should be submitted to the faculty supervisor and the supervising librarian/media coordinator at the beginning of the practicum for review and joint agreement.
6. Written description of strategies for each goal, plus an analysis of the achievement of individual goals. This will include perception of success, areas for continued learning, changes to be made.
7. Describe/analyze the demographics of the school where you are doing your practicum
8. Six hours observation of another media program(s) with written summation of observations and strengths of the program(s). (Preferably two half-day visits).
9. Video tape of a teaching experience with a written self-analysis of teaching techniques and effectiveness
10. Black Board participation
11. Written evaluation and reflection of the overall practicum experience. This is not a description of what the student did, but what was learned over the course of the practicum period.
12. Evaluation by supervising librarian (see Practicum Evaluation Form).
13. Scheduled visits by faculty supervisor.

Recommendation:

Students may wish to keep a field work log of their activities and their impressions of how they are (or are not in some cases) achieving their goals/objectives. The log will be instrumental in writing the final evaluation/analysis paper. The log is not to be turned in.

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Supervision of Practicum:

The supervising librarian on-site will direct and guide the activities of the student on a day-to-day basis. When students are in a situation without a supervising librarian, the principal or his/her designee will supervise the practicum experience. The faculty supervisor will maintain communications on an ongoing basis. A minimum of two visits will be scheduled both to provide opportunities to consult with the student and the supervising librarian and to provide the faculty supervisor an opportunity to observe the student working and teaching in the practicum setting.

Seminars:

Students will participate in any scheduled seminar classes. Two to four scheduled seminars will be held on selected topics or issues concerning professional development. These sessions may be held at library media centers related to the practicum experience.

Individual Conferences:

Students will meet or confer with their faculty supervisor when developing their time schedules and learning objectives. Students are encouraged to maintain ongoing communication with the faculty supervisor during the practicum experience.

Evaluation:

The supervising librarian or designee will assess student success according to the competencies included on the Practicum Evaluation Form and the course assignment rubric.