School of Information Science
University of Kentucky
320 Little Library
Lexington Kentucky 40506-0224

Course: LIS 672 Practicum
LEARNING CONTRACT

A student who is enrolled in course LIS 672 is required to complete (i) 140 hours of field work during the semester or term of the enrollment and (ii) a term project which examines some aspect of the work of the placement.

A Learning Contract must be completed *before the start* of the semester or term in which the professional field experience will be done. It is to be completed by the student in consultation with the Placement Supervisor, except that the student is to complete the description of the term project in consultation with their faculty adviser (the instructor). When the contract has been completed, the student and Placement Supervisor sign in the place provided, and the student then submits the contract to their faculty adviser, *prior to the beginning of the semester or term.* Their faculty adviser will send the contract through Student Affairs (infosci@uky.edu) for final approval. *At the end of the term,* the Placement Supervisor completes an evaluation and the student will complete a self-evaluation. The faculty adviser assigns the final grade for the course.

Student name _____

Practicum would be completed: semester or term _____ year _____

Student email address _____

Placement Supervisor name & title_____

Placement Supervisor phone _____ & email address _____

Agency/library _____

Agency/library address _____

Faculty adviser _____ & email address _____

1. Please describe the placement and student responsibilities. Please include location and general work schedule.

2. Please indicate meeting schedule (minimum of four meetings between student and faculty adviser). Faculty adviser and student will discuss progress in practicum and towards academic goals (meetings can occur face to face, by phone or online).

3. Please describe up to five major learning goals of the placement and map to program learning outcomes where appropriate. Learning outcomes for the MSLS program may be found in the current Exit Assessment guidelines (ci.uky.edu/sis/lisexit):

Learning Goal	Program Learning Outcome

4. Please describe the final academic deliverable the student will submit to the faculty adviser below. Final deliverable should be a multi-media piece outlining what the student did during their practicum placement. The final submission should include a 2-3 page reflective paper about the practicum experience also. Examples at https://ci.uky.edu/sis/libsci/practicum/projects.

5. Faculty feedback regarding goals, final deliverable and reflective component (after conclusion of practicum).

SIGNATURES:

Student _____ Date _____

Placement supervisor_____ Date _____

Faculty adviser _____ Date_____

STUDENT AND PLACEMENT SUPERVISOR: At the end of the term, the instructor must submit a grade for this course, by a deadline set by the Registrar's Office. To enable them to comply with that deadline, please adhere to the dates below for returning the evaluation and term project. For fall or spring semester, the dates will be the last day of classes (term project) and last day of semester (evaluation). For summer, the date for both will be the last day of the term. An academic calendar can be found at http://www.uky.edu/registrar/registrar-academic-calendar

The **TERM PROJECT** completed by the **STUDENT** is due not later than the last day of <u>classes</u>. In the summer that is the last day of the 8-week term; in the fall and spring it is the Friday <u>before</u> exam week. The term project should be sent to the instructor (faculty adviser) for grading.

The **EVALUATION** completed by the **PLACEMENT SUPERVISOR** and **SELF-EVALUATION** by the **STUDENT** is due not later than the last day of the term or semester. Questions about the practicum may be sent to Student Affairs at infosci@uky.edu