

JSIS PRACTICUM LEARNING CONTRACT

TURN IN COMPLETED AND SIGNED FORM TO DROP BOX BEFORE START OF PRACTICUM

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|---|--|
| Student Name: | |
| Agency or Organization: | |
| Agency's Address: | |
| Name, degree & title of person responsible for signing Affiliation Agreement for Agency if <u>not</u> the Site Supervisor: | |
| Site Supervisor Name, Degrees & Title: | |
| Phone number: | |
| Fax number: | |
| Email address: | |
| Faculty Advisor Name & Degrees: | |
| Phone number: | |
| Email address: | |

| | | |
|---|--|--|
| Quarter/Year Practicum Proposed for: | Number of credits to be earned: | Quarter to Sign up for credits: |
|---|--|--|

Learning Objectives and Goals of the Practicum as it relates to the Agency and student goals:

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| <p>These should be specific, measurable, acceptable, realistic and time bounded. By the end of this practicum, the student will be able to:</p> <ol style="list-style-type: none"> 1) Describe in detail the mission and the unique contribution (to student's field of focus) of the practicum's sponsoring agency or organization. 2) Demonstrate collaborative working skills and teamwork with community based partners as assessed by the practicum supervisor. 3) Submit a project that communicates the objectives, results, and important conclusions from the practicum experience. |
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Project Description

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| Nature and scope of the proposed project: |
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Learning Objectives Specific to Students Practicum Project

List 3-5 learning objectives specific to your practicum that relates to the above JSIS Practicum Learning objectives (see below for writing appropriate objectives).

Think carefully about and articulate your individual learning objectives. They are a definitive description of what you hope to get out of the project. These should be specific and expressed in such a way that you and your faculty advisor can assess whether you have met them.

Timeline:

State the expected dates for involvement in and completion of the activities. Include dates of conference with site supervisor.

Project Work Site and Resources:

Specify arrangements for student workspace, student access to information, personnel, data, data processing, and other materials necessary for completion of the project. If special permission is required for access to data, records or clients, how will such permission be arranged?

Final Product/Deliverables:

Student Responsibilities in carrying out the project:

1. Maintaining a work schedule agreed upon with the site supervisor
2. Completing the specified tasks of the project, including written assignments
3. Meeting with the site supervisor in regularly scheduled supervisory sessions to discuss the progress of the project
4. Maintaining contact with SPH faculty adviser regarding progress of the project, as agreed with the faculty advisor
5. Completing project tasks
6. Other (specify):

Site Supervisor Responsibilities in supervising the project:

1. Orienting the student to the agency/organization
2. Assisting the student in gaining access to information, personnel, and data required for the project
3. Providing a final report on the student's performance
4. Meeting with the student in regularly scheduled supervisory sessions
5. Other (specify):

AGREEMENT

I have participated in the development of the practicum proposal and agree to conditions specified above. If it is necessary to change any of the specified conditions, I agree to make the changes known to each of the persons whose signatures appear below.

| | |
|----------------------------|-------------|
| <i>Student</i> | <i>Date</i> |
| <i>Site Supervisor</i> | <i>Date</i> |
| <i>SPH Faculty Adviser</i> | <i>Date</i> |

Submit form to: [REECAS Collect it Dropbox](#)

8/12/2013

Writing Course Learning Objectives

Well-written course learning objectives are important. They need to clearly convey what comprises the expected learning that will take place as a result of taking the course. These are not a list of topics, but rather a comprehensive list of demonstrable knowledge and skills. Ideally, the delineation of learning objectives should be the first step in course design and the content of assigned exercises (homework, papers, and exams) should be related to, and guided by the specific course learning objectives.

Below are some basic tips on writing learning objectives:

1. Course learning objectives should describe the core knowledge and skills that the student should derive from the course
2. Readings, lectures, discussions, assignments and exams should be consistent with the course learning objectives
3. Learning objectives should be written so as to follow the clause, “At the end of this course, the student will be (should be) able to...”
4. Rather than use verbs like “know” or “understand” (e.g., “...the student will be able to understand...”), learning objectives should be written using verbs that signify an observable behavior (e.g., “...the student will be able to define...”) Below is a representative list of these kinds of “behavioral” verbs.

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|-------------|-------------|------------|-----------|---------------------|
| analyze | apply | categorize | classify | compare |
| compute | contrast | critique | define | discuss |
| demonstrate | describe | direct | derive | designate |
| display | distinguish | estimate | evaluate | explain |
| formulate | generalize | identify | infer | integrate |
| interpret | justify | list | name | organize |
| outline | plan | recognize | report | respond |
| solicit | state | summarize | translate | use (appropriately) |

Helpful Links For Writing Learning Objectives

[Writing Course Learning Objectives \(SPH\)](#)

[Writing Learning Objectives \(UW\)](#)