

SCHOOL OF LIBRARY AND INFORMATION STUDIES
University of Alberta

LIS 590
PRACTICUM
(3-0-0, either term)

Purpose

To provide students entering the program with little or no library related experience with the opportunity for the application of course work learning through experiential learning in a library and information center setting. Placement to be approved by Faculty.

Course Relationships

LIS through LIS 506, plus two electives are prerequisites.

Guidelines

- involves 100 hours of practical work, scheduled within a 13-week term, as well as monthly seminars and a final paper
- must be under the supervision of a professional librarian (or equivalent)
- will be graded credit/no credit only -- no numeric grade will be assigned
- must be a new experience (Partners Day does not count as experience)
- offered in Fall and Winter terms only
- the Practicum can be taken only once during the MLIS program
- if reference experience is specifically requested, the student will be referred to LIS 525
- if students choose to do both the Practicum and LIS 525, placements must not be in the same library
- students may be engaged in no more than one kind of Practicum experience per term (for pedagogical reasons and for practical reasons such as competing priorities and travel time)
- there can be no remuneration for the Practicum placement for the student or supervising librarian

General Procedures

- not open to telephone registration -- registration will only be done by the Main Office after the Practicum supervisor has approved the request and found an appropriate placement
- requests for Practicum placements must be received, in writing, by the Practicum supervisor by August, 1 for the Fall Term and by December, 1 for the Winter Term

- the written request must include:
 - an indication of the type of placement desired (be as specific as possible)
 - your contact information, in case some negotiation is required
 - a list of all past and present library experience
 - a list of courses completed as of the end of the previous academic term (marked on the calendar listing of LIS courses -- available from the Main Office)
 - a list of the courses you intend to take concurrently with Practicum
 - a one page resume, suitable for providing to the supervising librarian
- the Practicum supervisor will then attempt to find a suitable placement -- however *there are no guarantees*
- an agreement covering the nature of the work is to be negotiated between the student and the supervising librarian, and a copy of the agreement filed with the Practicum supervisor
- the student will attend a monthly meeting with the Practicum supervisor and the other students with Practicum placements during that term
- the Practicum supervisor will make at least one visit to the Practicum site
- the supervising librarian will conduct an exit interview with the student
- the supervising librarian will submit a report indicating that the agreement was fulfilled and listing the topics covered in the exit interview
- the student will submit a short (2-3 pages) personal reflection on the Practicum experience
- all of the usual procedures and deadlines apply for withdrawal from the Practicum

Practicum Supervisor

Professor Toni Samek will be coordinating Practicum placements for Winter (January to April, 1999) and Fall (September to December, 1999) Sessions.

Deadlines

Students should submit their requests for Practicum placements to Professor Samek by December 1st for Winter Term and by August 1st for Fall Term. These deadlines are not negotiable.