

# Practicum Requirements by University

## UNCG

**Contact:** Joanna DePolt: [jldepolt@uncg.edu](mailto:jldepolt@uncg.edu)

**Hours:** 120-150

**Credits:** 3

**Supervisor Qualifications:** MLIS Degree or equivalent.

**Required interactions & documentation:**

- Regular guidance for student as needed.
- Two documented meetings per semester.
- Participation in a survey at the end of the semester.
- Site Supervisor Survey

**Additional information available at:** <https://sites.google.com/uncg.edu/lis-practicum/home>

**Promoting opportunities after GLAM:** Email [jldepolt@uncg.edu](mailto:jldepolt@uncg.edu)

## University of Wisconsin-Milwaukee

**Contact:** Julie Walker: [walkerjs@uwm.edu](mailto:walkerjs@uwm.edu)

**Hours:** 50-150

**Credits:** 1-3

**Supervisor Qualifications:** MLIS from an accredited higher education institution.

**Required interactions & documentation:** Criteria are determined by the fieldwork faculty advisor.

**Additional information available at:** <https://uwm.edu/informationstudies/students/faqs-forms-and-policies/fieldwork-and-internship-forms/mlis-fieldwork-supervisor-evaluation/>

<https://uwm.edu/informationstudies/academic-programs/library-and-information-science-masters/#tab-hsw7-curriculum>

**Field Supervisor Responsibilities**

- Confer with the student to determine work schedule and type of work that will be undertaken. Supervise the student during the work experience by either being present during the student's work hours or by delegating another professional employee to supervise the student for a particular work period.
- The supervisor should have regular conferences with the student to assess progress and to provide guidance in understanding the agency and his/her role in it. Share new developments in the field with the student. Invite the student to attend staff meetings as an observer.
- Report to the faculty advisor any unresolved problems relating to the student's work schedule or performance.
- Evaluate the student's work by filling out an evaluation form.
- Report to the faculty advisor any suggestions for improvement of the program.

**Promoting opportunities after GLAM:** Email Julie Walker: [walkerjs@uwm.edu](mailto:walkerjs@uwm.edu)

## University of Maryland- INFO College

**Contact:** Abbie Basile: [ajbasile@umd.edu](mailto:ajbasile@umd.edu)

**Hours:** 120-150

**Credits:** 3

**Supervisor Qualifications:** Host must be an information professional, cannot be someone that the students works for now or has worked with previously

**Required interactions & documentation:** Complete a Contract & Plan between the field study supervisor and the student. Frequency of meetings is up to the discretion of the host site supervisor but should meet regularly throughout the student's placement at the site.

Signed Field Study Contract and Plan agreement between the site supervisor and the student, to be approved by the Field Study Coordinator (Abbie Basile).

**Additional information available at:** <https://ischool.umd.edu/academics/masters-programs/master-of-library-and-information-science/curriculum-specializations/>

Email [mlisprogram@umd.edu](mailto:mlisprogram@umd.edu). This email compiles upcoming opportunities (field studies, job opportunities, conferences, etc) and sends them out to all current students weekly. Please include "Field Study Opportunity" in the subject line of your email.

**Promoting opportunities after GLAM:** See the "MLIS- Field Study Option" subheading at <https://ischool.umd.edu/academics/masters-programs/master-of-library-and-information-science/curriculum-specializations/>

## Indiana University Indianapolis

**Contact:** Kym Kramer [kakramer@iu.edu](mailto:kakramer@iu.edu) for library roles; Denise Rayman [drayman@iu.edu](mailto:drayman@iu.edu) for archives

**Hours:** 180

**Credits:** 3

**Supervisor Qualifications:** MLIS/MLS degree

**Required interactions & documentation:** The supervisor assigns, monitors and evaluates tasks and projects. Following completion of the internship, the supervisor completes an evaluation and recommends whether the intern deserves credit for the course.

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**Additional information available at:** <https://luddy.indianapolis.iu.edu/student-portal/career-services/internships/lis-internships.html>

**Promoting opportunities after GLAM:** Library roles: Kym Kramer at [kakramer@iu.edu](mailto:kakramer@iu.edu) and Archives roles: Denise Rayman at [drayman@iu.edu](mailto:drayman@iu.edu)

## University of Illinois Urbana-Champaign

**Contact:** Practicum Coordinator: [ischool-practicum@illinois.edu](mailto:ischool-practicum@illinois.edu)

**Hours:** 100

**Credits:** 2

**Supervisor Qualifications:** MLIS Degree preferred. Exceptions made on a case by case basis when site supervisor has specific expertise.

**Required interactions & documentation:** The supervisor assigns, monitors and evaluates tasks and projects. Following completion of the practicum, the supervisor completes an evaluation and is expected to discuss the evaluation with the student. Additional mentoring encouraged.

Practicum approval form required from student; Participation in course management site (discussion posts and final deliverable); Evaluation from site supervisor.

**Additional information available at:** <https://ischool.illinois.edu/engage/corporate/host-practicum>

**Promoting opportunities after GLAM:** Post practicum on Handshake and notify [ischool-careers@illinois.edu](mailto:ischool-careers@illinois.edu) for distribution in student bulletin; practicum is available to students spring, summer, and fall semesters. Part of Term (8-week) registration also available.

The iSchool at Illinois recognizes the time and resources an employer devotes to supervising a practicum student. To thank you for this contribution, we offer tuition and fee waivers to site supervisors and organizations. These waivers allow you to enroll full time or part time in continuing education courses for one semester. Please contact the practicum coordinator for more information.

## University of Iowa School of Library & Information Science

**Contact:** Kara Logsden: [kara-logsden@uiowa.edu](mailto:kara-logsden@uiowa.edu)

**Hours:** 120

**Contact:** 3

**Supervisor Qualifications:** MLIS Degree. If not possible, an alternative can be found if the site supervisor has specific expertise.

**Required interactions & documentation:** Mentoring during the Practicum and completion of a final evaluation of the student. Practicum agreement, Goal & ALA Core Competence evaluation, Reflections, Hours Reports.

**Additional information available at:** <https://slis.uiowa.edu/current-students/practicum-and-internship-opportunities>

**Promoting opportunities after GLAM:** Email Kara Logsden Students are placed in Practicums in both Spring and Fall semesters.