

PRACTICUM LEARNING CONTRACT, IN-PROGRESS EVALUATION,
AND GRADE EVALUATION INSTRUCTIONS

General Instructions

The attached form is to be completed by the student, reviewed by practicum instructor(s), and signed by both before being sent to the Practicum Office by the date specified on the Practicum Calendar.

In-Progress Evaluation

This is not to determine a grade, but to see if the student is on task and progressing appropriately with her/his assignments. It is also a time to note concerns and/or problematic issues which have been noticed and should be discussed with the student and Faculty Liaison.

256 Hour and 512 Hour Evaluations

As noted on the forms, a copy of the 256 hour evaluation is to be sent to the Practicum Office when those hours are completed and the original sent when the practicum is completed [512 hours]. Expectations for the generalist practicum [BSW and Foundation Graduate] and the advanced practicum differ.

Expectations may be found in the Practicum Manual under educational objectives of the practicum and in the appropriate Practicum Syllabi under objectives. However a summary of the expectations follow:

BSW and Foundation Graduate [Generalist Practicum]

- *Knowledge: Awareness of, appreciation for, and demonstration of the understanding of basic social work theories, concepts, ethics and values.
- *Skills: Beginning skills in the use of social work practice principles. Demonstration of minimal to moderate skill in working with clients, working within the structure of the agency, and in the use of oral and written professional communications.
- *Professional Development: Awareness, appreciation of, and achievement of minimal to moderate skill in professional relationships with all persons, according to their frame of reference, who are concerned with the client's welfare. Acceptance and use of professional supervision to enhance learning. Demonstrated use and application of values and ethics of the profession.
- *Diversity: Awareness of self in relation to, and experience in working with, persons of other racial, ethnic and social status groups.
- *Integration of Theory, Research and Practice: Awareness, appreciation, and demonstration of beginning to moderate skill in evaluation, research, and other areas of administration. Beginning to moderate skills in applying theories and concepts in assessing and intervening in client problems.

Advanced Graduate [Advanced Practicum]

- *Knowledge: Demonstration of substantial knowledge of social work theories and concepts, ethics and values. Substantial specialized knowledge from required concentration courses that have specific application to the advanced practice required in the concentration field setting.

- *Skills: Demonstration of moderate to substantial skills in working with clients, working within in the structure of the agency, and in the use of oral and written professional communications. There should be evidence of critical thinking skills which allow for the appropriate level of interventions. Demonstration of substantial specialized skills from required concentration courses that have specific application to the advanced practice required in the concentration field setting.
- *Professional Development: Demonstration of moderate to substantial expertise in developing and maintaining professional relationships with all persons, according to their frame of reference, who are concerned with the client's welfare. Ability to use supervision and consultation to promote both effective practice and ongoing professional development.
- *Diversity: Demonstration of, and experience in, working with persons different from their own racial, ethnic and social status groups.
- *Integration of Theory, Research and Practice: Demonstration of skill and ability to apply research findings to practice settings and to conduct empirical research on one's own practice within the selected concentration. Skill and ability in evaluation, and other areas of administration.

The learning contract [goals, learning activities, objectives] should be completed during the first two weeks of practicum and sent to the Practicum Office. The Practicum Instructor(s), and student should retain individual copies. See your Practicum Calendar for the date this is due.

Should any "problem" situations arise, please contact your Faculty Liaison as quickly as possible.

Glossary of Terms

These objectives are based on Tylerian principles of curriculum building (Tyler, 1970). The following glossary of terms defines various levels of knowledge, attitudes and skills.

Related to Knowledge

- Awareness: Cognizance of major considerations in subject area.
- Familiarity: A detailed knowledge of subject area.
- Understanding: Detailed knowledge of subject area and ability to see interrelationships within and between subject matter and other bodies of knowledge.

Related to Attitude (values)

- Appreciation: Aware that the subject area is of some importance does not influence behavior.
- Acceptance: Has the conviction that this is true. Influences behavior for quality.
- Commitment: High degree of certainty. Influences behavior consistently.

Related to Skill

- Minimal: Ability to responsibly see, hear and recognize. Ability to perform part of a task by working with others, but not to carry the task out by oneself.
- Moderate: Ability to perform or carry out responsibility by oneself.
- Substantial: Ability to perform and carry out responsibility utilizing a variety of approaches.

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