

Practicum Planning Meeting Learning Agreements

What are they? Written agreements required by the School of Social Welfare and approved by the student, field instructor, the field liaison/advisor, and the office of field education. These agreements guide the student learning throughout the course of the practicum.

Components

Identifying elements

Descriptive information

Summary of student responsibilities

Activities

Evaluation

Learning Outcomes

Developing the agreement

1. Student meets school's requirements to begin practicum and attends any required workshops.
2. Student initiates development of the agreement and provides the field instructor with the necessary forms.
3. Learning objectives are specified by the university and vary depending on the level of learning.
 - For BSW and MSW foundation students the learning objectives focus on *generalist social work practice*. Students are asked to develop a broad range of knowledge and skills with a focus on systems of all sizes.
 - For MSW concentration students the learning objectives will focus on more advanced practice. The student's work will be more specialized, more in-depth and specific to the area of concentration.
4. The student and field instructor will brainstorm appropriate activities to meet each of the learning objectives.
 - Activities should relate the acquiring knowledge, skills and values. See supplemental handout for additional activity statements.
 - Activities should provide the student the opportunity to assume the role of an undergraduate or graduate level social worker under the field instructor's guidance and supervision.
 - The student's preferences and learning style should be taken into account as activities are identified.

- Students should take on increasingly advanced or complex tasks as they gain experience in the practicum setting.
 - Students should not be assigned activities that do not directly relate to their learning objectives (example—clerical activities).
 - At some levels of learning students are permitted to add optional learning objectives and activities specific to their practicum setting.
5. Student and field instructor determine how the student will be evaluated on each of the objectives. Methods might include direct observation of the student, review of process recording, journals or case documentation, review of audio or video tapes, third party reports, discussion during supervisory conferences, etc.
 6. Student and field instructor determine learning outcomes.
 7. Student review his/her learning agreement with the faculty advisor or field liaison. The faculty member may suggest changes or revisions.
 8. The student modifies the learning agreement to achieve a three way agreement between the student, field instructor and faculty advisor/liaison and obtains signatures from the above parties.
 9. The student submits the learning agreement to the Office of Field Education for final approval. If additional changes are required by the Office of Field Education, the student discusses required changes with the field instructor and resubmits the learning agreement for final approval. Students are responsible for making sure that the final agreement is submitted by the deadline date outlined by the university.