# Information School
## UNIVERSITY *of* WASHINGTON

## DIRECTED FIELDWORK LEARNING OUTCOMES AGREEMENT

- *The student and DFW host site supervisor/mentor should collaboratively complete the "DFW Learning Outcomes Agreement" (LOA) during the first week of fieldwork (or earlier) and submit it to the DFW Faculty Coordinator by the due date reflected on the LIS 590 course website.*

- *The LOA should clearly define (a) what the student wants to learn (the learning outcomes), (b) what tasks or projects the student will be performing in order to meet those outcomes, and (c) what the student will have to show as "evidence" of having completed the learning outcomes (e.g., reference log, cataloging records, web pages, database designs, etc.). The Learning Outcomes Agreement guides the entire fieldwork experience much like a syllabus outlines and guides a college course.*

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| **Student Name:** | Robbyn Gordon Lanning |
| **MLIS Program Mode (Residential or Online):** | Online |
| **Student Email:** -- | |
| **Student Telephone:** -- | |
| **Host Site Institution:** University Libraries, University of Victoria | |
| **Supervisor/Mentor Name:** Lisa Goddard, Associate University Librarian, Digital Scholarship & Strategy | |
| **Supervisor/Mentor Mailing Address** *(include city, state, and zip)***:** McPherson Library PO Box 1800 STN CSC Victoria, BC V8W 3H5 | |
| **Supervisor/Mentor Email:** -- | |
| **Supervisor Telephone:** -- | |
| **Number of LIS 590 Credits Registered for:** 3 credits (150 hours) | |
| **Fieldwork Start Date:** June 22, 2015 | |
| **Fieldwork Approximate End Date:** August 21, 2015 | |

**Using the below chart, please indicate the following:**

- **Learning Outcomes:** Please list and describe (in as much detail as possible) three to five primary learning outcomes for the fieldwork experience.

- **Project/Task Description:** Please describe the fieldwork projects or tasks (in as much detail as possible) that relate to each learning objective.

- **Evidence/Criteria for Evaluation:** For each learning objective, please describe how student performance will be evaluated in terms of evidence (e.g. observation, product, report) and criteria (e.g. quality, number of hours, behaviors).

| | Learning Outcome | Project/Task Description | Evidence/Criteria for Evaluation |
|---|---|---|---|
| **1** | To become familiar with the archival research process. | The student will use the Maltwood archival finding aid to request, review, and select materials appropriate for an online exhibit. | The head of the Maltwood gallery will review the selected objects and confirm their relevance. Care will be taken to limit the scope of the exhibit to a select number of objects (# to be determined) to stay within the DFW's 150 hr framework. |
| **2** | To learn best practice for archival digitization. | The student will use the library's TTI machine and photo scanner to create good quality digital surrogates of the selected photographs, correspondence and reviews. This will include post-processing tasks. | Digitization staff will review the work to ensure that best practices are followed, and the the resulting surrogates are good quality representations. |
| **3** | To learn to apply Dublin Core metadata to objects in a digital archive. | The student will apply appropriate Dublin Core metadata to each of the objects based on information in the finding aid. This work will be done within the library's CONTENTdm staff interface. | Metadata will be reviewed by staff in the library's technical services unit to ensure that it is consistent and conforms to standards. |
| **4** | To learn how to use digital exhibit software to create compelling and useful online resources. | The student will design an online exhibit for the objects using the library's Omeka digital exhibits software. The student will be responsible for researching and developing interpretive information to put the objects in context. | The student will share her "narrative reflection" with the mentor. The mentor will evaluate the student's work based on the digital exhibit created (includes interpretive content, object metadata, production quality of digital surrogates). |
| **5** | | | |

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