

## **LITE 590 Practicum for Library Media Education**

**(1-3 hour course)**

**Instructor Office Phone Email**

<b>Instructor</b>	<b>Office</b>	<b>Phone</b>	<b>Email</b>
<b>Andrea Paganelli</b>	<b>GRH: 1011</b>  <b>Office Hours:</b> <b>Tuesday and</b> <b>Thursday 10-2.</b> <b>Other times by</b> <b>arrangement.</b>	<b>270-745-4420</b>	<a href="mailto:andrea.paganelli@wku.edu">andrea.paganelli@wku.edu</a>  <b>E-mail is the best way to contact.</b>

**Address: Western Kentucky University, GRH 1073B**  
**1906 College Heights Blvd. #61030**  
**Bowling Green, KY 42101-1030**

**Primary Course Website:** BlackBoard

**REQUIRED MATERIALS:** All required materials can be accessed from Blackboard. Special Instructional Materials that may be Needed:

- Hardware: PC/Windows-based compatible computer with High Speed Internet access
- Software: Microsoft Office Suite, WKU Google access
- Internet access.

**Primary Course Website:** BlackBoard

### **Course Description:**

This is a one to three hour practicum experience designed to meet the requirements of the Kentucky Department of Education and Education Professional Standards Board

Certification in Library Media Education. Unless enrolled in the “recruitment program” students enroll in the three-hour practicum at the end of their graduate program. Hours required for the 1 hour, 2 hour and LITE 590 practica vary. Refer to the Practicum Information Area of Blackboard for those required hours. In the 3 hour LITE 590 practicum, in which a majority of students are enrolled, a 120 field hours are required --with 40 of these hours being completed in a school library media/educational technology center under the supervision of an experienced library media/educational technology specialist and a member of the library media education faculty.

The LME 590 practicum requires 40 inside hours documented in a media center with a library media specialist and 80 outside hours documented under the approval of a library media specialist. The Overriding goals and objectives of the major unit are integrated into the program, course content, and assignments. Performance assessment is manifested through the program requirements and specific course expectations as well as advise individual students in a consultative arrangement. Course Standards

- KTPS Standards Addressed: ALL
- AASL Standards Addressed: ALL
- ISTE Standards Addressed: ALL
- CEBS Dispositions Addressed: ALL

## **Websites Used in this Class**

Electronic: Resources from these sites will be utilized in this course.

- Online Library Resource - <http://www.kyvl.org/>
- [WKU Blackboard](#)
- [WKU Portal](#)
- [WKU's Homepage](#) - <http://www.wku.edu/>
- [KY Core Academic Standards](#) - <https://education.ky.gov/curriculum/standards/kyacadstand/Pages/default.aspx>
- Other assorted websites related to Web 2.0 Tools as provided by the instructor.

## **Course Objectives and Outcomes:**

In a school media or educational technology center setting, the student will:

- be able to apply library media education skills in instruction,
- be able to apply library media education skills in technology,
- be able to apply library media education skills in collaboration,

- and be able to apply library media education skills in administration.

This will be accomplished under the supervision of a library media specialist for the prescribed number of hours.

Performance on this objective will be assessed using the supervising media specialist evaluation, video conferencing, student time log, practicum evidence presentation, and practicum reflection Assignments: Information for Completing Assignments is located in the

ASSIGNMENTS area of Blackboard. Information concerning the PRACTICUM is contained in the PRACTICUM INFORMATION area of Blackboard. Information concerning the PORTFOLIO is located in the PORTFOLIO INFORMATION area of Blackboard.

## **Instructional Methods and Activities**

- Site confirmation form All sections
- Portfolio Planning Document All sections
- Video conference All sections
- Time Log All sections
- Evaluation of Practicum Student All sections
- Reflection Blog All sections
- Professional Portfolio All sections except 1 hour section

## **Standards Addressed in this Course**

<b>Course Assignments</b>	<b>Student Learning Outcomes/Competencies</b>	<b>AASL and ISTE  Standards</b>	<b>Praxis Elements</b>

590 Practicum in Library, Informatics and Technology in Education	1. PPD 2. Field Reflection Blog 3. Portfolio 4. MS word document 5. Blog tool 6. Use of Website Blog	All Standards used in the course.	1. Standards 2. Practicum Experience
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## University/ Department Policies

### APA Style

All papers submitted in this course will be typed and formatted according to the Publication Manual of the American Psychological Association (5th ed.). **APA style will not be taught as a part of this course.** Students are individually responsible for obtaining and following APA style conventions, for part of the grade of each applicable assignment will be based upon the extent and accuracy to which these conventions are used. APA's Publication Manual is on sale at the campus bookstore, and students may also wish to consult the web for information on citing electronic references: [APA Style Reference](http://www.apastyle.org/electref.html) <http://www.apastyle.org/electref.html>.

### Classroom Communication Policy

When referring to classroom observation experiences, students should: (a) maintain confidentiality regarding schools, school personnel, students, and students' families and (b) avoid negative evaluations/comments regarding others both in and outside of the course. Please use "people first" language. That means, that you always refer to a person first and the disability as secondary. For example, person with autism is correct –autistic student is incorrect. **Points will be deducted for misuse of people first language.**

### ADA Accommodation Statement

In compliance with University policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Student Accessibility Resource Center located in Downing Student Union, 1074. SARC can be reached by phone number at 270-745-5004 [270-745-3030 TTY] or via email at [sarc.connect@wku.edu](mailto:sarc.connect@wku.edu). Please do not request accommodations directly from the professor or instructor without a faculty notification letter (FNL) from The Student Accessibility Resource Center.

## Title IX Compliance

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding [WKU's Title IX Sexual Misconduct/Assault Policy \(#0.2070\)](https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf) at

<https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and

[Discrimination and Harassment Policy \(#0.2040\)](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf) at

[https://wku.edu/policies/hr\\_policies/2040\\_discrimination\\_harassment\\_policy.pdf](https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf).

Under these policies, discrimination, harassment, and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, 7 Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121.

Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's Counseling and Testing Center at 270-745-3159.

## WKU Plagiarism and Academic Integrity Policy

Student work may be checked using plagiarism detection software. To represent the ideas or interpretations taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of students must be their own and for this class. Students must give the author(s) credit for **ANY** source material used. Credit must be either at the bottom of the material's page or in a list of references. To lift content directly from a source, even if it is from a website or friend's work, without giving credit and/or quoting is a flagrant act. To present a borrowed passage after having changed a few words, even if the source is cited, is also plagiarism. Plagiarism or other act of academic dishonesty can and will result in an "F" for the assignment and possible dismissal from the university. All plagiarism must be reported to Student Affairs.

## Field Work

Admission to Teacher Education, a Criminal background check, TB test and a health screening are required prior to any work in the schools. Students are responsible for obtaining these through the office of Teacher Education –GRH 2052; (270) 745-4300. There is a fee, which may be paid through cash or check (Payable to KY STATE TREASURER). Contact [Teacher Admissions](http://www.wku.edu/teacherservices/teacher_admissions/index.php) at [http://www.wku.edu/teacherservices/teacher\\_admissions/index.php](http://www.wku.edu/teacherservices/teacher_admissions/index.php) for more information. If you have already completed these screenings for another course, such as EDU 250, you do not have to do it again for this course.

## Grading

Points are awarded for various tasks/projects/activities during the course. Grades are calculated as a percentage of the total possible points. NO grade below C is accepted in the education program.

Percentage Final Grade

90 –100 = A

80 –89 = B

70 –79 = C

60 –69 = D

Below 69 = F

## Technology Management

- All work must be typed unless otherwise noted. Word processing must be done either in Microsoft WORD .doc or .docx format. You have free access to MS Office 365 by using your WKU information. Visit the WKU Microsoft Office 365 website for details.
- Use your WKU email for all correspondence.

## WKU College of Education and Behavioral Science Dispositions

The Educational Professional demonstrates the following:

**Values Learning** as evidenced by:

- Class Participation
- Attendance
- Class Preparation
- Communication

**Values Personal Integrity** as evidenced by:

- Emotional Control
- Ethical Behavior
- Values Diversity
- Values Collaboration

**Values Professionalism** as evidenced by:

- Respect for school rules, policies and norms
- Commitment to self-reflection and growth
- Professional Development and Involvement
- Professional Responsibility

*Deficiencies in any of these areas may warrant a meeting with the professors. Teaching candidates noted as weak in these areas will find difficulty procuring letters of recommendation for employment.*

# Course Policies

## Writing Mechanics

Good grammar and spelling are expected for all assignments. Please take a look at these websites for a refresher course.

- [Guide to Grammar and Writing](http://cctc.commnet.edu/grammar/textonly.htm) at <http://cctc.commnet.edu/grammar/textonly.htm>  
From Capital Community College, Hartford, CT
- [Grammar Resources](http://www.uwstout.edu/lib/subjects/english.htm#grammar) at <http://www.uwstout.edu/lib/subjects/english.htm#grammar>  
from University of Wisconsin-Stout Libraries.

## APA Handbook

All work must be in APA format. [Owl at Purdue](http://owl.english.purdue.edu/owl/resource/560/01/) <http://owl.english.purdue.edu/owl/resource/560/01/>  
Complex sentences are frequently difficult to read. Make your communication clear. Run on sentences obscure good communication. Use the suggestions provided by your word processor as a guide but not a final authority.

**Punctuation is equally as important as grammar and writing.** Use commas and semicolons as needed. **Single space after period, double-spacing after periods is not acceptable when keyboarding.** **Format Font: Times New Roman Size: 12 point Double spaced 1 inch margin**