

**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.*
* *The LOA should also reflect the iSchool’s commitment to diversity, social justice, and equity. Indicate in your learning outcomes how what you will be doing ties in with these important issues.*

|  |
| --- |
| **Student Name: Victoria Rincon** |
| **Student Email: rincovi@uw.edu** |
| **Student Telephone: 2254545838** |
| **Host Site Institution: The Episcopal Diocese of Olympia (Diocesan House)** |
| **Supervisor/Mentor Name: Erik Beuer** |
| **Supervisor/Mentor Mailing Address** *(include city, state, and zip)***:**  **1551 10th Ave. East, Seattle, Washington 98102** |
| **Supervisor/Mentor Email: ebeuer@ecww.org** |
| **Number of LIS 590 Credits Registered for: 1** |
| **Fieldwork Start Date: 10/03/2023** |
| **Fieldwork Approximate End Date: 12/09/2023** |

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

* **Learning Outcomes:** List and describe (in as much detail as possible) three to five primary learning outcomes for the fieldwork experience.
* **Project/Task Description:** 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, describe how student performance will be evaluated in terms of evidence (e.g. observation, product, report) and criteria (e.g. quality, number of hours).
* **iSchool Values:** Indicate as appropriate (i.e. either in outcomes, tasks, or evidence/criteria) how the work reflects the iSchool’s commitment to promoting diversity, social justice, and equity.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Learning Outcomes** | **Project/Task Description** | **Evidence/Criteria for Evaluation** |
| 1 | Processing of archival collections. | Identify items for processing, serving a collection, creating a processing plan, arranging and describing collections, and creating a finding aid for DACS (Describing Archives Acontent Standard) | A processing plan and finding aid that the intern can take with them. Student will also create a GitHub to log and record activity every week. |
| 2 | Learning how to use Preservica | Identifying and uploading files, adding appropriate metadata, increase findability for executive staff, and working with bulk updates. | By using Preservica’s analytics to observe executive staff usage and montoring the increase of findabilty. |
| 3 | Helping to identify records that should go to St. Mark’s Cathedral and prioritizing them. | Processing collections at St. Marks by apprising/prioritizing their preservation needs. Placing priority on records that have high intrinsic value. | There will be a listing of records that will be going to St. Mark’s |
| 4 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| 5 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |