

Southern Connecticut State University  
School of Education  
Department of Information and Library Science

**ILS 582 Library Science Internship  
Course Overview**

**COURSE DESCRIPTION**

A professional work experience in an academic, public, special or school library. By arrangement. 3 credits.

**PREREQUISITES**

Fifteen (15) credits in Information and Library Science (see guidelines)

**PURPOSE**

Fieldwork in a library/information agency is designed to provide students with a supervised professional field experience which integrates the theoretical and practical aspects of activities in the student's professional field.

**PLACEMENT**

Placement assignments are based on three factors: preference of the student, agreement of a cooperating sponsor institution or agency, and approval of the academic advisor and Internship Coordinator. Students are expected to complete placements in two or more types of libraries and information agencies.

Students ready to enroll in ILS 582 must contact their advisor one semester prior to intended placement. All paperwork must be completed prior to enrolling in ILS 582. (See guidelines.)

**TIME CONSTRUCT**

A Library Science Internship is planned, in most cases, to comprise 150 hours (3 credits) during the course of one or more academic semesters, including summer. Students are expected to keep a work schedule agreed upon cooperatively by the student and the sponsoring agency. Activities to fulfill the 150 hour requirement may include site work, journaling or agreed upon projects. For those students who are working full time, internship hours will be scheduled around work responsibilities.

**SUGGESTED PROGRAM**

Libraries and other agencies that cooperate in an Internship will incorporate the following within the internship scope:

ILS 582 Library Science Internship

- A. Interview - an interview with the student by the library or agency head. This may be conducted in a manner to provide the student with a facsimile of an interview situation for a new employee.
- B. Orientation - an introduction to the various facets of the library or agency and an overview of library operation

- C. Student Assignment - following the orientation, the student and the site supervisor will agree upon two or three areas of focus. The selection should be based upon library need, student interest, and availability of supervision for the student.
- D. Final evaluation

## COURSE OBJECTIVES

The student will be offered experiences in one or more the following professional areas:

1. Technical Services
2. User Services
3. Administrative Operation
4. Programming/Public Services
5. School Media Specialist Roles as Teacher, Instructional Partner, Information Specialist and Program Administrator

## EXPECTATIONS INTERNSHIPS

Since the student's role is that of learner and the professional supervisor's role is that of a teacher/trainer, the student is expected to perform and assume responsibility for tasks assigned. The supervisor is expected to field the student's questions, discuss the student's progress and critique the student's total experience.

The supervisor's judgment in evaluation of a student in the internship situation should be based on the performance expected of a beginning professional in the position tempered by knowledge of the student's background (subject specialties, number of professional courses completed).