

ATTACHMENT B**B****PRACTICUM JOURNAL GUIDELINES**

The student will keep a Student Journal throughout the practicum experience. This journal should be created in Microsoft Word and available to the Faculty Practicum Advisor as requested. **For each day worked**, the journal should include dates and times worked, as well as a brief description of the work performed on the particular date and any resulting thoughts and/or feelings. It can also be used as a forum for reflection on the frustrations, joys, discoveries, etc. during a particular day. The journal is the best resource for the Practicum Reflection Paper. It is highly recommended that your journal entries be saved electronically in two locations to avoid loss.

Example Journal Entry for Environmental Management:

June 22, 2003 Start: 8:00 AM Stop: 4:00 PM

Hours Worked: 8 Cumulative Hours Worked = 27

Worked in the field today. Collected soil samples from near the Columbia Slough to bring back to the office to test for lead content. Evaluated samples in the laboratory using a standard soil testing kit that tests for nutrient deficiencies and classifications of soil. We sent the results to the DEQ for further evaluation. A lot of paperwork and administrative “hoops” to deal with in our evaluations – not exactly the best part of the job.

Example Journal Entry for Psychology:

March 14, 2003 Start: 4:30 PM Stop: 8:30 PM

Hours Worked: 4 Cumulative Hours Worked = 16

Worked on intake today. Kids sent to us are so young and so messed up by adults in their lives. "P" is 10 years old - diagnosed with post-traumatic stress related to abuse and neglect. I am finding it so hard to stay objective. These kids tear my heart out.

These entries should be written at the end of each work shift and should be kept sequentially throughout the experience. A final copy of the entire Journal in electronic format must be submitted by the **Friday before finals week** of the term in which the practicum was completed.