"WINNING WITH TEAMWORK"

EXPERIENTIAL LEARNING PROGRAM

Syracuse University School of Information Studies
Employer Relations/Internship Office
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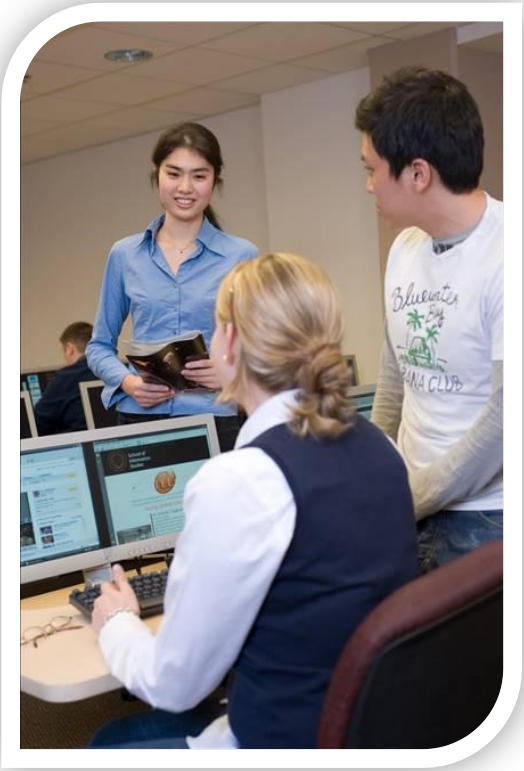
What is Experiential Learning?



In recognition that education extends beyond the formal classroom, the faculty of the iSchool at Syracuse University require students to participate in special learning situations outside existing courses. This real-world work environment, known as experiential learning (or internship), is designed to provide students with the opportunity to work in a day-to-day professional environment and earn academic credit for the experience. Students are placed under the supervision of an experienced professional (referred to as a Site Supervisor), as well as the guidance of an iSchool faculty member (referred to as a Faculty Supervisor). The Site Supervisor directs students' activities on the site and evaluates their performance. The Faculty Supervisor oversees the interns, checks on their progress, and issues a grade for the experience.

The four of the iSchool's programs have experiential learning components:

Bachelor of Science in Information Management and Technology
Master of Science in Information Management
Master of Science in Telecommunications and Network Management
Master of Science in Library and Information Science

Students in all programs can participate in experiential learning. Undergraduate students can earn up to 12 credits in experiential learning opportunities (one credit equals 50 work hours). Some graduate students are required to do an internship or experiential learning as part of their exit requirement and can do a maximum of six credits. Students usually choose to register for experiential learning when they have completed approximately one-half of their academic program at the iSchool. This is to ensure that they have the skills to be successful in the work experience they select.

Examples of Experiential Learning

Data Security Analyst: Performed security administration of employee database and manage remote log-in security for a large pharmaceutical company.

Marketing Researcher: Involved in all aspects of marketing research from a technology perspective. Conducted needs analysis and design databases for quantitative and qualitative research for an international research company.

Internet Researcher: Performed a survey of commercial automated work process tools and compare their capabilities to the functions of an in-house system; assisted in the development and teaching of courses on the use of resource discovery tools available through the Internet at a scientific research company.

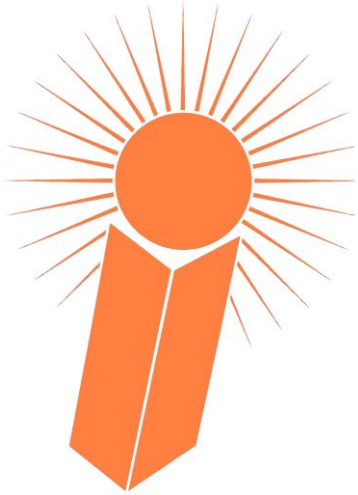
Network Analyst: Performed world-wide inventory of all networking components; created a database of the data; performed a reliability analysis of all network devices to determine the probability of failure; created a maintenance and repair plan based on study results at an audio equipment and provider company.

Database Analyst/Consultant: Oversaw layout processes for student assistance center and trained new employees on current technology; upgraded database and completed statistical analysis at a large university.

Account Representative: Worked with national commercial accounts. Assisted technology development team in database construction to monitor accounts at a telecommunications company.

Network Support Specialist: Solved voice/data and video network problems at a large computer manufacturer.

Financial Analyst: Supported MIS staff in preparation of financial reports; interacted with vendors and users regarding billing discrepancies at a financial/investment firm.



Business Analyst: Applied desktop technology in workplace computing; charted all key processes for the information technology organization; developed financial spreadsheets for business unit team at a manufacturing company.

Database Analyst: Implemented a client/server database within the human resources department. Customized systems, trained users, and wrote a training manual at an investment company.

Technical Assistant: Assisted in development of a "Good Manufacturing Practices" homepage for the Intranet. Set up and developed language software and designed databases at a pharmaceutical company.

Project Manager: Performed project management of service training for an upcoming product being developed by a major company, including curriculum development and coordination of training course development nationally and internationally.

Technology Consultant: Involved in troubleshooting PC's, installing and upgrading PC's, assisted in hardware/software technical support, checked for Y2K compliance at a large casino/hotel.

Business Analyst: Conducted business analysis and statistical process control in billing/administration unit; produced various ad hoc reports and wrote business programs in SAS at an electronics manufacturer.

Winning with Teamwork!

Experiential learning is a winning situation for everyone involved! While the student gains real work experience, the employer gains the use of the student's skills for a period of time.

BENEFITS OF EXPERIENTIAL LEARNING

For the Employer:

- Develop and implement special projects
- Gain additional professional-level assistance
- Obtain fresh insights from students currently studying leading-edge approaches
- Establish an ongoing relationship with the School of Information Studies that can lead to other collaborative efforts that support the company's goals
- Recruit your future workforce; also attract an excellent contingent workforce for short-term projects and initiatives

For the Student:

- Gain practical experience using information skills and applying theoretical knowledge
- Pursue a special interest in a subject specialty
- Interact and communicate with professionals; develop a professional awareness
- Experience an information setting consistent with professional goals
- Become aware of employment opportunities
- Test theoretical concerns against reality
- Understand the role of the sponsoring site within the community
- Develop professional contacts for future advice and job seeking

For the School of Information Studies:

- Provide stimulating, practical learning environments for students
- Meet the individual needs of students regarding career awareness and marketability in the workforce
- Promote a good working relationship with public and private sector organizations
- Ensure that the academic content of the iSchool's programming is in line with the needs of the workplace

If you, as an employer, are interested in participating in the iSchool's Experiential Learning program, please fill out the attached *Internship Request Form.*

School of Information Studies
SYRACUSE UNIVERSITY

Internship Request Form

Company: _____ **Date:** _____

Address: _____ **Phone:** _____

City/State/Zip: _____ **Fax:** _____

Contact Name: _____ **Title:** _____

Email: _____

Nature of Site:

Possible Projects/Responsibilities:

Skills Required:

Resumes to be sent to: (Name) _____

☐ **Faxed (fax number):** _____ ☐ **Emailed to: (address)** _____

Interview: ☐ On Site ☐ Phone

GPA Requirements: ☐ **No** ☐ **Yes (Specify)** _____

Semester(s) of Job Availability: ☐ **Fall** ☐ **Spring** ☐ **Summer** ☐ **Other**

iSchool Concentration Considered: ☐ **BS** ☐ **MLIS** ☐ **IM** ☐ **TNM**

Please return form to:
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Tel: 315-443-4496 Fax: 315-443-5673 ischool.syr.edu