

**Library and Information Technician Program
Field Work I and II Pre-Placement Form**

Note: Complete this form at least two months prior to the time when you hope to start your field placement. Submit it to the Instructor by fax (905-575-2381) or mail (Mohawk College, Library and Information Technician Program, PO Box 2034, Hamilton, ON L8N 3T2) or email (dolores.harmspinner@mohawkcollege.ca).

PART I - STUDENT

a) Student name: _____

Student number (for students registered at Mohawk): _____

For students who register at other OntarioLearn colleges:

Address: _____

Phone number: _____

Email address: _____

Registering college: _____

Towns/cities within commuting distance for you: _____

- b) Select one: Field Work I (Mohawk WORKLT290)
 Field Work II (Mohawk WORKLT490)

Prerequisites

For Field Work I: INFOLT390 (Personal Computer Support)
 LIBRLT420 (Information Work II)
 LIBRLT320 (Subject Analysis and Classification) and
 LIBRLT215 (Collection Maintenance and Inventory Control)

For Field Work II: WORKLT290 (Field Work I)
 INFOLT402 (Electronic Publishing)
 LIBRLT435 (Client Services)
 INFOLT340 (Database Design)
 LIBRLT350 (Acquisitions)
 LIBRLT351 (Serials)
 HRESLT150 (Human Relations and Supervision) and
 LIBRLT325 (Indexing and Abstracting)

Do you meet the prerequisites for the field placement? Yes No

Field Work session – Select one:

Select one	Term name	Session start and end	Registration start and end
<input type="checkbox"/>	Fall session I	Sept. 10 – Dec. 17/10	Aug. 10 – Sept. 16/10
<input type="checkbox"/>	Fall session II	Nov. 1/10 – Feb. 7/11	Aug. 10 – Nov. 5/10
<input type="checkbox"/>	Winter session I	Jan. 14 – Apr. 21/11	Nov. 23/10 – Jan. 20/11
<input type="checkbox"/>	Winter session II	Mar. 1 – June 7/11	Nov. 23/10 – Mar. 7/11
<input type="checkbox"/>	Spring session I	May 13 – Aug. 19/11	Mar. 8 – May 19/11
<input type="checkbox"/>	Spring session II	July 4 – Oct. 10/11	Mar. 8 – July 8/11

c) Your Current and Previous Library Work Experience:

Library name	Your position	Employment dates	Total length of experience (in hours or full-time equivalent years)

d) Career goals:

e) Learning objectives for the placement:

f) Libraries/Information services where you would like to do your placement:

(Note that these cannot be libraries or library systems where you have previously worked and they should be different types of libraries/library work that will help to broaden your experience.)

Date form completed by student: _____