

**DEPARTMENT OF CHILD AND FAMILY STUDIES
CALIFORNIA STATE UNIVERSITY, LOS ANGELES**

CHDV 595 GRADUATE FIELDWORK

1. Child Development graduate fieldwork is a course that is designed to provide opportunities to develop skills in applying what has been learned in academic coursework and to familiarize students with various professional careers. Fieldwork placement takes time. Please consult with an advisor a quarter before you plan to register for CHDV 595 so that a field site placement is identified prior to the quarter in which it occurs.
2. Fieldwork should be done in the student's area of interest in order to further enhance the student's professional goals. The choice of a fieldwork site is made in consultation with the student's advisor who will work with the field preceptor to oversee and monitor the student's experience. The student should not plan to use their current work site to meet this requirement. The goal of fieldwork is to expand the student's repertoire with a different type of experience in order to broaden their perspective.
3. For 4 units of CHDV 595, plan to spend 12 hours per week at the site. For 2 units, plan to spend 6 hours. The student in conjunction with their preceptor must agree upon these goals and objectives for the experience and submit those to the graduate advisor for approval.
4. Prior to beginning fieldwork, the student, in consultation with their preceptor, will develop a list of goals and objectives that they will to address during their fieldwork. The list of goals and objectives must be approved by a graduate advisor prior to the initiation of fieldwork.
5. The student will develop a portfolio in which they will detail their experiences. Included in the portfolio is a weekly journal write-up describing the activities they engaged in and what they learned from the experience. It should also include relevant readings and copies of any material developed. The portfolio is submitted to the advisor during the 5th week of the quarter so that feedback can be provided. The complete portfolio is submitted to the advisor during finals week. The portfolio will be returned to the student after it is reviewed. For more details regarding the portfolio, please see the graduate advisor.
6. The preceptor will submit an evaluation of the student's performance to the graduate advisor in the 10th week of the quarter.

Portfolio Requirements

Students enrolled in CHDV 595 are required to submit a portfolio that details their experiences during their fieldwork. Information contained in the portfolio should be written in a way that does not violate confidentiality and ethical codes of conduct. The portfolio should include the following:

1. A copy of approved goals and objectives.
2. A sign-in sheet noting dates and times and, initialized by the preceptor.
3. A weekly write-up regarding your experiences in fieldwork. This can include:
 - a. A brief description of what occurred that week
 - b. Involvement with any interventions
 - c. Discussion of interventions with preceptor
 - d. Personal response to the weekly experience. What did you learn?
 - e. Inclusion of relevant reading material for the week.
 - f. An overall explanation of personal growth is required for the entire experience. How has the experience helped achieve the agreed upon goals and objectives? How has the experience enriched the student's understanding of working with children and families?

At the fifth week of the quarter, the first half of the portfolio should be submitted to a graduate advisor for preliminary feedback. The entire portfolio is due to the graduate advisor on the first day of finals week.

