

Library Media Specialist Practicum Log

I am usually in the media center from 8:20-3:20 (7 hours)

Date	Hours	Activity Summary
3/10/2014	4	Assist with digital reading and fact-finding, unit planning, shelving, circulation, set out books for Kindergarten browsing/borrowing, check in all Kindergarten returns/extras
3/11/2014	5	Setup for day, rearrange shelving (Fiction A-I), circulation, check out Kindergarten browsing, create worksheet for Gr 2 lesson next week and make copies, sharpen pencils, set out books for Kindergarten browsing/borrowing, check in all Kindergarten returns/extras, assist with digital reading and fact-finding
3/12/2014	4	Assist with digital reading and fact-finding, circulation, set out books for Kindergarten browsing/borrowing, check in all Kindergarten returns/extras, create check in/check out tracking system for Kindergarten classrooms, create jobs list and student helper reference sheets, read-aloud to Kindergarten
3/14/2014	4	Circulation, shelving, pulling books for Kindergarten, prepare books for circulation (cover, barcode, enter into circulation system), create signage for easy location of books, oversee student helpers, assist with digital reading and fact-finding


3/17/2014	4	Assist with digital reading and fact-finding, unit planning, shelving, circulation, set out books for Kindergarten browsing/borrowing, check in all Kindergarten returns/extras
3/18/2014	5	Assist with digital reading and fact-finding, shelving, circulation, set out books for Kindergarten browsing/borrowing, check in all Kindergarten returns/extras
3/19/2014	6	Assist with digital reading and fact-finding, work on shelf organization, professional development meeting with librarians from all district schools
3/20/2014	3	Assist with digital reading and fact-finding, LibGuides work, circulation, shelf organization, shelving books
3/21/2014	5	Assist with digital reading and fact-finding, coordinate planning for next few weeks,
3/24/2014	5	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including KWL, Youtube video, and read aloud, gained insight into Scholastic book fairs and the trainings and assistance available when you are running your first fair, discussed how the Kindergarten lesson fits into the standards, created signage for shifted books, located materials for teachers in the building upon request, book recommendations, monitor student volunteers
3/25/2014	3	Assist with digital reading and fact-finding, lead lesson for Kindergarten including KWL, Youtube video, and read aloud,

		lamine and post signage, review projects for next week's Kindergarten lesson and 3 rd and 4 th culminating activity, assist students looking for materials/books, monitor student volunteers
3/26/2014	4	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including KWL, Youtube video, and read aloud, read shelves and organize series shelves, create netbook signout sheet and make copies for equipment signout book, assist students looking for materials/books, visited another media center to deliver screen, Assist with Kiwanis Kares program for 3 rd grade
3/27/2014	3	Assist with digital reading and fact-finding, shelf organization, assist students looking for materials/books, learn how to change laminating film in laminator, monitor student volunteers
3/28/2014	4	Assist with digital reading and fact-finding, circulation, make copies for research project, setup project discussion area, monitor student volunteers
3/31/2014	5	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including connection between real-life artifacts and read aloud, gained insight into Scholastic book fairs and the trainings and assistance available when you are running your first fair, discussed how the Kindergarten lesson fits into the standards, created signage for shifted books, located materials for teachers in the

		building upon request, book recommendations, monitor student volunteers
4/1/2014	3	Assist with digital reading and fact-finding, lead lesson for Kindergarten including connection between real-life artifacts and read aloud, laminate and post signage, review projects for next week's Kindergarten lesson and 3 rd and 4 th culminating activity, assist students looking for materials/books, monitor student volunteers
4/2/2014	5	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including connection between real-life artifacts and read aloud, assist students looking for materials/books, attend Scholastic BookFair Webinar with mentor, plan 1 st grade activity for classes after they finish the main project
4/3/2014	3	Assist with digital reading and fact-finding, shelf organization, assist students looking for materials/books, monitor student volunteers, assist with 1 st grade with animal classification discussion as introduction to online activity
4/4/2014	3	Assist with digital reading and fact-finding, circulation, monitor student volunteers
4/7/2014	5	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including read aloud and Microsoft Word exercise that supported learning of the butterfly life cycle.
4/8/2014	3	Assist with digital reading and fact-finding, circulation, lead

		lesson for Kindergarten including read aloud and Microsoft Word exercise that supported learning of the butterfly life cycle.
4/9/2014	5	Assist with digital reading and fact-finding, circulation, lead lesson for Kindergarten including read aloud and Microsoft Word exercise that supported learning of the butterfly life cycle. Substituted for my mentor and provided oversight for assigned substitute staff and foster grandparent volunteers, supported teachers in use of open lab, put up bulletin board of 3 rd grade tech projects in preparation for parent/teacher conferences.
4/10/2014	4	Assist with digital reading and fact-finding, circulation, substituted for my mentor and provided oversight for assigned substitute staff and foster grandparent volunteers, supported teachers in use of open lab, add 2 nd class of 3 rd grade work to bulletin board.
4/11/2014	4	Assist with digital reading and fact-finding, circulation, shelving, help students create a poster to share their information, monitor students remaining behind during JumpRope for Heart.
4/14/2014	5	Assist with digital reading and fact-finding along with assisting in final project creation, circulation, lead lesson for Kindergarten including review of KWL chart and adding what they learned to the chart followed by a read aloud and Type To Learn JR, oversaw students reading classmate blogs on

		space topics per blogging checklist and introduced creating comics on the computer as a secondary project, participated in Spirit Week events to help assigned grade earn points, review site videos with mentor for reflection.
4/15/2014	3	Assist with digital reading and fact-finding along with assisting in final project creation, circulation, lead lesson for Kindergarten including review of KWL chart and adding what they learned to the chart followed by a read aloud and Type To Learn JR, participated in Spirit Week events to help assigned grade earn points, review site videos with mentor for reflection.
4/16/2014	5	Assist with digital reading and fact-finding along with assisting in final project creation, circulation, lead lesson for Kindergarten including review of KWL chart and adding what they learned to the chart followed by a read aloud and Type To Learn JR, participated in Spirit Week events to help assigned grade earn points, review site videos with mentor for reflection,
4/17/2014	4	Assist with digital reading and fact-finding along with assisting in the final project creation, student blogging project. comic creation from blogging activity based on study guides created, digital reading scavenger hunt, participated in Spirit Week events to help assigned grade earn points.
4/18/2014	5	Assist with digital reading and fact-finding along with assisting in the final project creation, student blogging

		project. Animal speech posters, comic creation from blogging activity based on study guides created, digital reading scavenger hunt, participated in Spirit Week events to help assigned grade earn points.		
4/21/2014	2	Rearrange non-fiction shelving, prepare books for cataloging, catalog books, prepare shelf labels		
4/22/2014	2	Rearrange DVD/Videocassette shelving, label new shelf assignments, prep, catalog, and shelve books		
4/23/2014	2	Reorganize biography section, prep, catalog, and shelve books, correct cataloging on explorer biographies		
4/24/2014	2	Create model for grade 1 scavenger hunt, create rubric for grade 4 shelf-reading, work on cleaning up call numbers prior to grade 4 shelf-reading		
4/25/2014	2	Prepare surplus barcode materials, call number cleanups, policy manual additions		
Total Hours:	131	Mentor Signature:		Date: 4-27-14

