



DEPARTMENT OF SOCIOLOGY AND SOCIAL WORK FIELD PRACTICE FOR SOCIOLOGY AND SOCIAL WORK - AUGUST TO SEPTEMBER 2010

1. INTRODUCTION

This year's Field Practice begins at the beginning of August to Mid September. You are requested to submit to us your field practice placement name and actual address. You have to submit this information to your Regional director. You are also supposed to bring a copy of the information to the department head through emails to fast the process of preparing a schedule to come and visit you.

2. FIELD ASSESSMENT REQUIREMENTS

Field Practice is a full fledged course which carries 100% in total (part one and part two). Assessment will base on both the report and your participation at the organisation you have been attached for field practice. Kindly report at places you have been attached on time. Your field report should be submitted by September 15, 2010. Kindly adhere to time and write substantive reports. Your report will carry 95% of the marks while your local supervisor report will carry 5% of the marks. The Content of the report Should include the following:

- i) Provide the abstract in one page
- ii) Provide Acknowledgement, Table of content and Abbreviations
- iii) Main body
 - Vision and Mission of the organization
 - What are the main functions of the organization?
 - Goals and objective of the organization
 - Indicate the relationship of the organisation functions and social work as field of study

- What challenges did you experience as a social worker?
 - What lessons have you learned?
 - Were your expectations met? Explain.
- iv) Conclusion, Recommendations, References

3. AUTHENTICITY OF REPORTS

- a). You should not submit plagiarized reports. As you are likely to be penalized if you do this. Submit a report which you have written yourself.
- b). Your report should be typed and the length should be between 8 to 10 pages (front size 12; font type – Times new roman and 1.5 space
- c). Your report will be collected by a supervisor during field visit.

4. FEATURES OF A GOOD REPORT

A good report must have the following qualities;

- Attractive in appearance including illustrations
- Content is straight forward, clear and relevant
- Organized, precise and clear

5. THE SUBMISSION DEADLINE

The Deadline is September 15, 2010

Marking of your reports starts immediately. Those who will be late, their reports wont be marked.



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