

Lynch and Horton Discussion Questions Chapter 1 – Process Questions

1. What the purpose of your instructional module?

- Statement of purpose - the MSSW program at UT does not currently have a way for all students, prospective students, field instructors, faculty and staff to easily obtain up to date information about the field practicum (a requirement of all students pursuing their MSSW degree). Creation of a field practice website will solve this problem in a way that shows a unified program across all three locations.
- Goals of the site - to provide information about the MSSW field practicum to area social workers who are interested in becoming field instructors and those who are already field instructors; to provide information to students who are interested in the MSSW program; to provide information to current MSSW students, faculty and staff; to provide easy access to learning goals/objectives and field placement forms; to present the field practice information in a way that is uniform and equally accessible for everyone (which is especially important because we have campuses in Nashville and Memphis as well as the main Knoxville location). Estimated length of time for site design and construction - one semester (approximately 3 months).
- Site evaluation - the site will be tested on various browsers and across platforms and will be evaluated on the basis of overall appearance, ease of navigation, and accuracy & thoroughness of the provided information. Feedback will also be solicited from UT CSW faculty.

2. Who is your intended target audience?

- My intended target audience includes current undergraduate students who are interested in and/or are applying to the MSSW program, working adults who are interested in obtaining a graduate degree in Social Work and need more information about the field practice and what it entails (to help determine if they can balance work and school), and students who are currently enrolled in the MSSW program. My target audience also includes faculty and CSW staff who often need ready access to this information, as well as members of the community who serve as field instructors in various agencies and social work settings (they supervise the students in their field placement and need to be aware of field

placement policies & procedures and of any changes to the program).

3. Who is your primary content expert?

- My primary content expert is Ms. Rebecca Jackson, Field Coordinator for the Knoxville MSSW program. Secondary content experts are Ms. Bobbie Thompson and Ms. Peggy Enochs, Field Coordinators for the Memphis and Nashville MSSW programs.

4. Develop a detailed outline of the content information you want to use at the site.

- Home page - welcome message and introduction information, overview of the MSSW curriculum, overview of field practice, educational philosophy and approach.
- Information for field instructors - selection of field agencies, selection of field instructors, field instructor certification training, field instructor recognition ceremony, roles and responsibilities, agency agreements.
- Information for students - the placement process, special considerations in field placement, placement in a place of employment, placement reassignment, student liability insurance, field practice orientation and personal safety training, confidentiality, student misconduct, regulations regarding students in field practice, evaluation and grading, deadline dates.
- List of field placement sites at the three different campuses (with short descriptions).
- Learning goals and objectives for the foundation placement.
- Learning goals and objectives for the concentration placement.
- Field practice forms (12 different forms).
- NASW (National Association of Social Workers) Code of Ethics.
- UT CSW links, academic calendar, link to main UT website.

5. Where will you find the resources for this information?

- MSSW Field Practice Manual
- Council on Social Work Education website (www.cswe.org)
- UT CSW website
- Content expert(s)

6. Where will you find the graphic resources that will serve your site?

- Graphics will include digital photography that will be taken by the site designer, clip art obtained on the internet, and images & logos supplied by the department.

Technology Issues

7. What browsers and operating systems will support your site?

- Browsers: Mozilla Firefox, Internet Explorer, Netscape, Safari, Opera
- Operating Systems: PC (Microsoft Windows 98 and XP) and Mac (OS X), possibly Linux

8. What is the bandwidth required of the average site visitor?

- Many of the site visitors will be students who reside on college campuses, which usually have high-speed internet connections. The website will be accessible for those with slower (dial-up) connections as well. Visitors will be able to access the site through dial-up, broadband, DSL and cable.

9. How will reader reach the person(s) who will maintain the site?

- I will be responsible for site maintenance, and my contact information will be clearly posted on the website. I will be readily available by email and will also be available by instant messenger (on a limited basis) and by telephone. Another option is to include a comment form on the website that can be submitted electronically.

10. What advanced features will be used?

- I am not yet certain which advanced features I will include, but most likely there will be numerous PDF documents that will require the reader to have PDF reader installed on their computer. An online form will probably be used to obtain feedback & suggestions from those who visit the website, and perhaps also to request printed materials in the mail (such as an MSSW application packet) or to be put on our mailing list for College announcements and events. There may also be some Flash elements, but video and sound will not be used.

11. What elements will have to be maintained for the site?

- Information will need to be reviewed and updated on a regular basis. Because information on this website must comply with UT CSW policies and procedures, I will need to check each month with the curriculum committee and the field instructors to see if any information needs to be updated, added, or deleted. I will also take into account any suggestions/feedback and technical issues that have been submitted by those who view the website.