Final Practicum Report

Final Practicum Report must include the followings:

1. Cover Page
   • Course title / Instructor(s)
   • Name
   • Date
   • Agency Name
   • Contact Information

2. Information on agency/practicum site
   • Mission statement
   • Population served
   • Eligibility criteria
   • Organization philosophy
   • Organizational structure (must include a flow chart)
   • Data collection
     1) What kind of data is collected at your site
     2) How is this data used

3. Evaluation and analyses of work experience
   • Discuss overall experience at site
   • Include strengths and concerns
   • Discuss “lessons learned”
   • Share recommendations for future interns

Additional Notes:
   • Report should be between approx. 5 pages in length
   • All paper must be typed in narrative format. You may separate the paper into the aforementioned sections but you must use complete sentences
   • Please see your instructor for additional questions