Oral Exam Orientation

Spring 2015
Oral Exam Orientation

Today

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• Format
• How to fail
• How to pass
• Exam content and process
• Advice
• Commencement & Graduation Dinner
• The agreement
• Q&A
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Rationale

• Reflective capstone experience
• Help crystallize your professional philosophy
• Demonstrate professional understanding
• Practice for job interview
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Format

• 1 hour: talk through scenarios with two faculty members
  – 4 scenarios, 3 connected to a specific information service environment you choose
  – 8 min response, 3 min Q&A per scenario, any order
  – Summative evaluation

• No specific reading list
• Closed notes, but you can make notes
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How to fail

• Underprepare
• Overprepare
• Speak in generic cliches
• Memorize and recite responses
• Don’t answer the question asked
• Don’t link your responses with specific readings, experience
• Use same reading/concept in every response
• Panic
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How to pass

• Review class notes and readings
• Search for current literature relevant to each scenario, and make insightful connections
• Study in groups, but personalize your response
• Question the question
• Tell us things we don’t know
• Speak like our colleague, not our student
• Breathe and smile
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Elements of an acceptable response

- Personalizes the response
- Communicates clearly
- Expresses enthusiasm and interest
- Accurately summarizes and critically applies current literature
- Makes specific reference to coursework, internships and/or other field experiences
- Demonstrates and applies relevant knowledge
- Links professional goals and interests with critical issues in the profession
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**Environments and response elements**

*Instructions to students:* Choose a professional environment for which you have prepared via coursework, internships, experience and your own research. Prepare a personal, professional response to each scenario in the corresponding column in the table below. You should approach the oral exam just as you would a job interview, by doing research in advance. Familiarize yourself with actual LIS environments and concepts from professional and academic literature that are relevant to each scenario.

<table>
<thead>
<tr>
<th></th>
<th>Public</th>
<th>School</th>
<th>Academic</th>
<th>Archives</th>
<th>Special</th>
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</thead>
<tbody>
<tr>
<td><strong>Personal philosophy</strong></td>
<td>p. 2</td>
<td>p. 2</td>
<td>p. 2</td>
<td>p. 2</td>
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<tr>
<td>(SL01, SL05)</td>
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<tr>
<td><strong>Administration</strong></td>
<td>p. 3</td>
<td>p. 6</td>
<td>p. 9</td>
<td>p. 12</td>
<td>p. 15</td>
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<tr>
<td>(SL02)</td>
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<td><strong>Public services</strong></td>
<td>p. 4</td>
<td>p. 7</td>
<td>p. 10</td>
<td>p. 13</td>
<td>p. 16</td>
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<tr>
<td>(SL03)</td>
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<tr>
<td><strong>Technical services</strong></td>
<td>p. 5</td>
<td>p. 8</td>
<td>p. 11</td>
<td>p. 14</td>
<td>p. 17</td>
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<tr>
<td>(SL04)</td>
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Evaluation

**Evaluation:** Each scenario includes a list of elements of an acceptable response. Most are common to all scenarios, though some are unique to particular scenarios, so read both the scenarios and the acceptable response elements closely as you prepare. Your responses will be evaluated by two LIS faculty members, using a 0-7 scale. **To pass, your average score on every scenario must be 5/7 or above.** A lower average score will result in a retake of that scenario at a later date.

<table>
<thead>
<tr>
<th></th>
<th>Average score</th>
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<tbody>
<tr>
<td>Exceeds standards</td>
<td>6 or above</td>
</tr>
<tr>
<td>Meets standards</td>
<td>5-5.99</td>
</tr>
<tr>
<td>Approaches standards</td>
<td>4-4.99</td>
</tr>
<tr>
<td>Does not meet standards</td>
<td>3.99 or below</td>
</tr>
</tbody>
</table>

Above all, address each scenario from your personal perspective, not a generic one. Speak with your own professional voice: express how your individual skills, interests, coursework, experience and philosophy inform your response to each scenario.
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Req’d scenario: Why should we hire you?

Statement of Personal Philosophy

You have almost completed the UH LIS Program. This is a good opportunity to reflect on your academic and professional experiences, and make a statement about the skills and understanding you have acquired. Prepare a statement that addresses the following:

- **What is your professional philosophy?**
  - What does the LIS profession mean to you, and what do you hope to contribute?
  - Which professional codes influenced your philosophy?
  - Discuss one paper that influenced your professional philosophy and why.
- **What specific strengths distinguish you as a job candidate?**
- **What professional skills or experiences do you plan to acquire in the next five years and why?** How will you advance your knowledge and skills in those areas?
- **In which professional organizations will you actively participate and why?**
After the exam

• After the exam, students are asked to step outside briefly while we discuss your responses.
• You are informed of the decision immediately afterwards.
• You must repeat any portion you fail. Schedule a retake with the program chair at least two weeks after the exam date. They will also be encouraged to meet with their faculty advisers in preparing for a retake.
Suggestions and tips

• Choose scenarios that best reflect your coursework, internships, etc., not just your research
• Pace your answers: 8 min/4 elements = 2 min/element
• Don’t read scenarios out loud, but briefly refer to the element you’re addressing
• Cite papers, organizations, codes etc. correctly
• Expect questions during or after each scenario
  – Sometimes we’re prompting you to address all parts of the scenario--mostly we’re just curious
• We will be making notes on paper or laptops throughout your exam
• Some people feel more professional by dressing like one
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Hui Dui Graduation Dinner

• Organized by Hui Dui
• Date: TBA
• Location: TBA
• Grads attend for free, but must register
• Family/guests (& faculty must pay)
Commencement

• Do it
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The Agreement

• Read, complete and sign
• Spring 2015 exam dates/start times (Fri):
  – 9a-4p: Feb 6, 13, 27; Mar 6, 13; Apr 3, 10
  – 9a-10a: Feb 20, Mar 20, Apr 17
• Submit form today, or by Jan 23 latest
• Graduation application deadline: Jan 30
• You will be e-mailed your date, room and tentative faculty proctors
Q & A

• Questions?
• You can leave anytime, but be sure to submit the application form with your requested dates by Jan 23