Outline of Service-Learning Assignment  
Use the portions that are relevant to your course

**- Goal/purpose of project**

* Learning outcomes for this project
* Project purpose
  + - The community issue or question the project should address
    - The population the project will analyze or target
    - How the product will be used

-**Tasks/Requirements**

* **Deliverables** (e.g. product, final presentation, reflective paper) including content requirements, format, length, etc.)
* **Instruction, steps, and deadlines**
* **Resources**needed (e.g. tip sheets, literature to review, where to find data, contact information)
* **Specific tasks**, if relevant
  + - specific information gathering activities students will need to complete
    - time logs, reflection logs, group meeting minutes
    - particular orientations, events, or meetings students should plan to attend

- **Scope/Parameters**

* Clarify level of student ownership/discretion and starting point, e.g. do students choose their own target audience, topic, research question, method, etc.? Or will these be provided?
* Describe the time and effort expected

**- Evaluation**

* Rubric/criteria
* Point value or % of course grade
* Role of community partner in evaluating project, if relevant

- **Community partner (CP) interaction**, if relevant:

* CP’s expectations for communicating with students (what, when, how)
* Level of supervision, training, and feedback students can expect
* Issues of confidentiality, safety, professionalism
* CP's role in assessing the project

Boise State Service-Learning Program (6/2106, KB)