



Loyola University Chicago

Student Information System

Faculty Approval of Engaged Learning Sections in
LOCUS

Overview

LOCUS is used to collect accurate data for Academic Engaged Learning Sections each semester.

Students enter information about their internship or service learning site on-line in order to streamline data collection and allow for efficient reporting of students enrolled in academic internships, service learning, and clinical experiences/fieldwork across the university. It also allows faculty to easily access and approve the data entered by the students.

Please follow the directions in this document to access and approve the Engaged Learning data entered for your course.

UNIV 390 - 001 (2912) [change class](#)

Internship Seminar: Organizational Change and Community Leadership (Seminar)

Days and Times	Room	Instructor	Dates
Tu 4:15PM-6:45PM	Mundelein Center - Room 503	Edward Munch, Kathryn Jackson	08/27/2012 - 12/18/2012

*Enrollment Status

Enrollment Capacity 24 Enrolled 11

Select display option: ☒ Link to Photos ☐ Include photos in list

Enrolled Students							Find	First 1-11 of 11 Last
		Grade Basis	Units	Program and Plan	Level	Engaged Learning		
	New,Warhol	Graded	3.00	Undergraduate Arts & Sciences - Biology/Italian	Senior			
	man,Ingrid	Graded	3.00	Undergraduate Arts & Sciences - Psychology/Biology	Senior			
	r,Martin	Graded	3.00	Undergraduate Arts & Sciences - Biology	Junior			
	att,Mary	Graded	3.00	Undergraduate Arts & Sciences - Biology/Molecular Biology	Senior			
	nne,Paul	Graded	3.00	Undergraduate Arts & Sciences - Psychology: Natural Sciences	Senior			
	Salvador	Graded	3.00	Ugrd Schl of Communicati Journalism/Spanish	Sophomore			
7	Kahlo,Frida	Graded	3.00	Undergraduate Arts & Sciences - English/Political Science	Senior			
8	McClintock,Elizabeth	Graded	3.00	Undergraduate Business - Entrepreneurship/Marketing	Sophomore			
9	Monet,Claude	Graded	3.00	Undergraduate Arts & Sciences - Anthropology	Senior			
10	O'Keefe,Georgia	Graded	3.00	Undergraduate Arts & Sciences - Biology/Neuroscience	Junior			
11	Picasso,Pablo	Graded	3.00	Undergraduate Arts & Sciences - Biology/Arabic Language and Culture/Bioethics/International Studies/Islamic World Studies	Sophomore			

[Select All](#) [Clear All](#)

[Printer Friendly Version](#)

[notify selected students](#)

[notify all students](#)

1.) You can see the status of a student's Engaged Learning data with the *Engaged Learning* column added to your class roster.

2.) To view and approve internship or service learning data, simply click on the icon. (See Fig 1 for icon key.)

Fig. 1

Experiential Learning Icon Key:

Black icon or Student hasn't entered their Engaged Learning information as of yet.

Red icon or Student's information is ready for review.

Green icon or Student's information has been reviewed and approved.

Approving Engaged Learning

Engaged Learning Details

Picasso,Pablo

*Career: Undergraduate *Term: 1126-Fall 12 Agreement Number: 1
*Course: 2912 UNIV 390-001 Int Sem:Org Chng&Com Ldrshp

Engaged Learning Site	Position
*Organization: 00000001301 Addington Gallery *Location: 1 River North Department: Curatorial Office Employer Type: Non-Profit Enter New Employer/Location	*Start Date: 10/15/2012 *End Date: 12/12/2012 *Position Title: Intern

Supervisor/Contact Information	Hours/Comp
*Name: Dan Addington *Title: Owner/Manager *Email: Dan@addingtongallery.com *Phone: 312/664-6305	Hours Per W Compensatio Compensatio

*Brief Description Including assigned Special Projects/Work:
Assisting in Curatorial department to develop clear and useful interpretive resources, such as audio and print and interactive spaces.

*Learning Objective 1: Learn how an art gallery works from the inside.
Learning Objective 2: Network with the contemporary artistic world and make a good impression.
Learning Objective 3: Learn how to install artistic spaces.

For Instructor Use Only

☐ Instructor Approval? Approved By:

OK Cancel Apply

NOTE: Once you approve a student's data and save it, further editing is not allowed by the student unless you uncheck the approval checkbox and save again.

1.) If you approve the Engaged Learning data, click the "Instructor Approval" checkbox.

2.) After approving, click "OK" to save and go back to your class roster.

Interpretive resources, such as audio and printed guides, on-line resources,

*Learning Objective 1: Learn how an art gallery works from the inside.
Learning Objective 2: Network with the contemporary artistic world and make a good impression.
Learning Objective 3: Learn how to install artistic spaces.

For Instructor Use Only

☒ Instructor Approval? Approved By: Munch,Edvard 08/21/2012

OK Cancel Apply

Optional: You may click "Apply" to save and continue reviewing the student's data.