Supervising Librarian/Archivist ____________________________

Semester________________________Number of Practicum Credit

The purpose of this evaluation is to obtain information about the role of the supervising librarian/archivist who guided you during your practicum experience. Student evaluations of supervising librarians/archivists are important in establishing quality practicum experience.

Please respond to each question as honestly and objectively as possible. Individual evaluations indicating responses and comments will not be included in the summary report.

For each criteria, please indicate the appropriate number.

3 Outstanding
2 Satisfactory
1 Unsatisfactory
NA Not Applicable

The supervising librarian/archivist:

1. Oriented you to the information agency's policies and procedures.
2. Oriented you to the profession and provided opportunities for participation in professional activities and personal professional development.
3. Provided you with a designated personal workspace, along with any necessary materials such as policies and procedures manuals, guides, emergency procedures, daily schedules, etc.
4. Enabled you to assume increasing responsibility for activities in the information agency.
5. Provided you with continuous evaluation, both in conferences and incidentally.
6. Prepared the formal final written evaluation and conferred with you about the
evaluation.

7. Do you recommend assigning another student to this supervising librarian/archivist? (Indicate the level of your recommendation using the following guide:

   4  Highly Recommend
   3  Recommend
   2  Recommend with Reservation(s)
   1  Do not Recommend

Additional Comments:

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