

LIS 690 Library Internship Program

Evaluation of Supervising Librarian

Library/Department:	Student name:
Supervising librarian:	Semester/Year:

This evaluation to be filled out by student intern. Original is sent to LIS 690 coordinator—copy will be sent to supervising librarian.

You must complete this evaluation form, which allows you to provide feedback on your internship and supervising librarian. Complete in private after your supervising librarian has given you the student intern evaluation interview. We would like your honest opinion – your supervising librarian will see this form, but not in your presence. Attach any narrative commentary and/or comments to this form or use the back of this sheet. The scale is on a 4.0 scale similar to the standard 4-point GPA scale. Strongly Agree=4; Agree=3; Neutral=2; Disagree=1; Strongly Disagree=0; Does Not Apply=N/A

Schedule and availability:	SA	A	N	D	SD	N/A
My supervisor was able to provide enough flexibility in my scheduling.	4	3	2	1	0	N/A
My supervisor was available for consultation, and easy to approach.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Work environment:	SA	A	N	D	SD	N/A
I was treated as a "junior professional".	4	3	2	1	0	N/A
I was made comfortable in a positive work environment.	4	3	2	1	0	N/A
I felt welcome to contribute to the department with ideas and suggestions.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Guidance:	SA	A	N	D	SD	N/A
My questions were answered in a reasonable time.	4	3	2	1	0	N/A
I was given adequate supervision and guidance from the supervising librarian.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Training/learning:	SA	A	N	D	SD	N/A
I was given adequate training by my supervising librarian.	4	3	2	1	0	N/A
I have learned a lot from this program.	4	3	2	1	0	N/A
The LIS curriculum adequately prepared me for this internship.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Responsibilities:	SA	A	N	D	SD	N/A
The supervising librarian had a reasonable expectation for the internship.	4	3	2	1	0	N/A
I was given an appropriate level of responsibility as an intern.	4	3	2	1	0	N/A
My duties and responsibilities were well focused.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Recommendability:	SA	A	N	D	SD	N/A
Given the opportunity, I would be interested in another internship.	4	3	2	1	0	N/A
I would recommend this course to other students.	4	3	2	1	0	N/A
I would recommend this supervisor to another student.	4	3	2	1	0	N/A

If a score is 2 or below, please explain: _____

Signature of student intern: _____ Date: _____