Summer 2022



**Supervisor Field Study Survey**

Thank you for serving as a field study supervisor and for completing this evaluation!

The field study is linked to the overall MLIS program learning outcomes assessment, and as such, students, supervisors, and instructors all complete an evaluation upon completion of the field study to ensure that the goals and objectives of the field study course are being met, and that the overall MLIS program is meeting its learning outcomes. We value your feedback as we continually evaluate our students' success.

1. Enter the supervisor’s first and last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Enter the supervisor’s email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Enter the field study student’s first and last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Performance Indicators Section**

1. **Rate the student's ability to work independently with no more than necessary supervision or instruction.**

\_\_\_\_\_ Outstanding: The student always worked independently, with little supervision or instruction necessary.

\_\_\_\_\_ Exceeds Expectations: The student almost always worked independently, with only minimal supervision or instruction necessary.

\_\_\_\_\_ Meets Expectations: The student regularly worked independently, with a moderate amount supervision or instruction necessary.

\_\_\_\_\_ Below Expectations: The student seldom worked independently, with much supervision or instruction necessary.

\_\_\_\_\_ Unsatisfactory: The student never worked independently, requiring a burdensome amount of supervision or instruction.

1. **Rate the student's demonstration of innovation and creativity.**

\_\_\_\_\_ Outstanding: The student was always innovative and creative in their work.

\_\_\_\_\_ Exceeds Expectations: The student was almost always innovative and creative in their work.

\_\_\_\_\_ Meets Expectations: The student was regularly innovative and creative in their work.

\_\_\_\_\_ Below Expectations: The student was seldom innovative and creative in their work.

\_\_\_\_\_ Unsatisfactory: The student was never innovative and creative in their work.

1. **Rate the student's ability to complete assignments and meet project goals, allowing for unforeseen circumstances.**

\_\_\_\_\_ Outstanding: The student always completed assignments on time/met project goals.

\_\_\_\_\_ Exceeds Expectations: The student almost always completed assignments on time/met project goals.

\_\_\_\_\_ Meets Expectations: The student regularly completed assignments on time/met project goals.

\_\_\_\_\_ Below Expectations: The student seldom completed assignments on time/met project goals.

\_\_\_\_\_ Unsatisfactory: The student never completed assignments on time/met project goals.

1. **Rate the student's ability to interact effectively with staff, users, and others.**

\_\_\_\_\_ Outstanding: The student always interacted effectively with staff, users and others.

\_\_\_\_\_ Exceeds Expectations: The student almost always interacted effectively with staff, users and others.

\_\_\_\_\_ Meets Expectations: The student regularly interacted effectively with staff, users and others.

\_\_\_\_\_ Below Expectations: The student seldom interacted effectively with staff, users and others.

\_\_\_\_\_ Unsatisfactory: The student never interacted effectively with staff, users and others.

1. **Rate the student's ability to effectively communicate orally and in writing.**

\_\_\_\_\_ Outstanding: The student always communicated effectively orally and in writing.

\_\_\_\_\_ Exceeds Expectations: The student almost always communicated effectively orally and in writing.

\_\_\_\_\_ Meets Expectations: The student regularly communicated effectively orally and in writing.

\_\_\_\_\_ Below Expectations: The student seldom communicated effectively orally and in writing.

\_\_\_\_\_ Unsatisfactory: The student never communicated effectively orally and in writing.

1. **Rate the student's ability to organize and manage multiple work assignments.**

\_\_\_\_\_ Outstanding: The student always organized and managed multiple work assignments.

\_\_\_\_\_ Exceeds Expectations: The student almost always organized and managed multiple work assignments.

\_\_\_\_\_ Meets Expectations: The student regularly organized and managed multiple work assignments.

\_\_\_\_\_ Below Expectations: The student seldom organized and managed multiple work assignments.

\_\_\_\_\_ Unsatisfactory: The student never organized and managed multiple work assignments.

**Supervisor Comments section**

Please comment on any notable strengths demonstrated by the student, and areas of performance/conduct that need improvement.

Based on your observations and experience, is the student prepared for an entry-level position in an organization such as yours? (Please explain your answer.)

Add any further comments below.

Thank you!