

LIS 691 Practicum -- Student Self-Evaluation**Final Checklist (for Academic, Special and Public Libraries)**Student Name Wilson MericleYear 2016 Term: F SP X SS Supervising Librarian David CovertDate April 20, 2016Faculty Supervisor Dr. Nora Bird

Check appropriate column for each item:

I. Professional Behavior/Attributes	Superior	Good	Weak/Needs Improvement	Does not Apply/ or Not Observed	Comments:
Quality of Work	X				I worked hard to submit high quality work, and even with a few personal issues, feel I did so.
Quantity of Work	X				I performed everything that was asked of me, and worked to go above what was asked when I saw the opportunity to help.
Dependability	X				I contacted my supervisor every time a complication arose. I missed very few classes, and worked hard to do all that was asked of me.
Initiative	X				I did not find many opportunities to be innovative; however, I take initiative to point out when I thought certain aspects of the assignments could be reworked or updated.
Interpersonal Relationship with constituents	X				I believe I developed a good working relationship with my supervisor, the evening manager of the Music library, and the professor of MUS 135.
Interpersonal Relationship with Peers	X				I tried to support my supervisor as best I could in times of high stress, and be as communicative as possible with each of my peers.
Demonstrates Professional Attitude	X				Even when I did not always agree with my supervisor's teaching techniques, I maintained a professional attitude. I was always respectful and professional.
Other (Please Specify) Work Ethic	X				I have a strong work ethic and try to finish tasks as efficiently as possible. When tasks seemed to be taking longer than expected, I always communicated with my supervisor and the professor of MUS 135.

Total Hours (as of 4/20/2016): **120**

Check appropriate column for each item:

II. Management Skills	Superior	Good	Weak/Needs Improvement	Does Not Apply/ Not Observed	Comments:
Planning and Organizing		X			Personal issues got in my way a bit this semester. I did plan and did my best to stay organized, but there were a couple of times that things got away from me.
Completion of Projects a) Self-developed b) Externally assigned	b.) X	a.) X			I did well with everything that was externally assigned, which made up most my tasks. I did fall short on my blogging as the end of the semester approached. However, I had enough work to do that I still completed my required hours, and had a great experience.
Effective Use of Time	X	X			I have an "X" in both boxes because I feel like I fall somewhere in the middle on this category. While I do multi-task well and usually manage time well, I had a few times this semester where assignments got away from me. I was able to get back on track, however, so I do not feel that time was used unwisely.
Evaluating Work Effectiveness a) knowledge of task b) integration of skills	X				It did not take me long to reintroduce myself to Turabian, and I feel very confident in my skills both grading and teaching the style. I found my experience in libraries and my music background served me very well during my practicum. These skills were easy to apply to the tasks assigned and helped me tremendously.
Judgment	X				Judgement came into play mostly when grading. The process became easier as I gained experience. I also asked for help when I needed it, which led me to be self-sufficient by the last assignment.
Innovativeness	X				As mentioned in the previous section, I did not find many opportunities for innovation. However, I did show initiative in pointing out where the current library assignments for MUS 135 needed reevaluation and updating.

III. Evaluation of Goals and Objectives

1) **Goal/Objective (please state):** Overall Goal: Gain firsthand experience in music librarianship.

Objective 1.) Observe the interim head of the Harold Schiffman Music Library teaching the library components of MUS 135: Musicology.

	Pre-Practicum						Post-Practicum					
	Lowest			Highest			Lowest			Highest		
	0	1	2	3	4	5	0	1	2	3	4	5
a) knowledge			2									5
b) ability	0	1	2	3	4	5	0	1	2	3	4	5
c) skill(s)	0	1	2	3	4	5	0	1	2	3	4	5

Comments: I did not come into this practicum with much teaching experience. However, after observing the interim head of the music library, researching teaching styles, and gaining experience working at the reference desk in the Jackson library, I feel more confident in my own teaching, advising, and grading skills.

2) **Goal/Objective (please state):** Objective 2.) Work as a TA for the music librarian by grading library focused assignments.

	Pre-Practicum						Post-Practicum					
	Lowest			Highest			Lowest			Highest		
	0	1	2	3	4	5	0	1	2	3	4	5
a) knowledge				3	4	5					4	5
b) ability	0	1	2	3	4	5	0	1	2	3	4	5
c) skill(s)	0	1	2	3	4	5	0	1	2	3	4	5

Comments: Turabian was easy to pick back up and, after my first grading assignment, gained confidence in my ability to grade assignments and aid in the teaching of citation/annotation styles.

3) **Goal/Objective (please state):** Objective 3.) Perform other projects and duties as assigned in the music library.

	Pre-Practicum						Post-Practicum					
	Lowest			Highest			Lowest			Highest		
	0	1	2	3	4	5	0	1	2	3	4	5
a) knowledge				3	4	5					4	5
b) ability	0	1	2	3	4	5	0	1	2	3	4	5
c) skill(s)	0	1	2	3	4	5	0	1	2	3	4	5

Comments: My previous experience in circulation and reference/record searching helped me in the music library. I was able to help at the circulation desk even without initially knowing the music library well. I also helped make a large dent in score and CD donation processing for the night manager.

IV. Summary and Comments:

(a) **Areas of strength:** Teaching, grading, circulation, reference, communication, judgement, and music knowledge.

(b) **Areas for additional growth:** Innovativeness, time management, and not letting personal issues affect my work.

(c) **General comments/suggestions concerning the LIS practicum (we really encourage your feedback):** The experience overall was an enjoyable one. I learned a lot, and am thankful for the opportunity. I initially liked the blog component, but I found it difficult to keep up with at times. I believe I would have handled it a bit better were it not a weekly entry. I understand the need to reflect on each week as it happens. However, I feel that I would have done better with a paper component. Personal preferences aside, I believe the practicum was successful overall and extremely helpful in terms of my interest in music librarianship.

Signature: *Wilson Mericle* (Wilson Mericle)
Practicum Student

Date April 20, 2016