

FIELD PLACEMENT: SELF-EVALUATION OF STUDENT PERFORMANCE

Name of Student:

Date:

Field Placement:

Instructions:

This form is to be completed by the student prior to the final conference. It becomes a part of the total evaluation for the student and is to be discussed with the student in final conference(s). The student will bring their self-evaluation to the final conference.

Please assess yourself at the completion of the field experience on the items and scale below. Please also note by placing an asterisk beside the rating if you observed improvements since the beginning of the experience.

Rating Scale:

4 = excellent; 3 = very good; 2 = average; 1 = fair; 0 = unsatisfactory. Use N/A for any item you have not had an opportunity to observe.

A. Attendance at designated work site. (Please give percentage.)

B. Work Performance

1. Ability to learn
2. Ability to analyze problems
3. Ability to organize and plan work
4. Quality of work
5. Time to complete tasks
6. Ability to meet deadlines
7. Initiative to identify needs and proposed solutions
8. Ability to utilize and apply previously gained knowledge
9. Ability to communicate orally
10. Ability to write clearly, accurately
11. Ability to work independently
12. Promptness/punctuality
13. Dependability
14. Use of professional judgement
15. Interest and enthusiasm

C. Professional Relationships

1. Courteous, sensitive to others
2. Ability to work cooperatively with other employees
3. Ability to deal with clients, consumers
4. Ability to assume effective leadership (when needed)
5. Receptivity to suggestions
6. Ability to accept constructive criticism

7. Ability to be flexible and adaptable
8. Ability to handle personal and work-related frustrations

D. Professional Role

1. Professionalism in manner and work performance
2. Interest in operations of facility
3. Confidence and pride in self and work
4. Ethical behavior
5. Personal appearance (as appropriate for job)
6. Ability to evaluate self and own work

E. General Overall

1. Overall performance in this field
2. Potential in professional field
3. Would like to become employed in this institution/agency

F. Describe specific examples of your best work: achievements, successes, positive contributions to the organization. (Please be specific.)

G. Describe anything you would like to improve, change or learn to improve professional performance. (Prioritize.)

Student Signature

Date