

APPENDIX J2.3
STUDENT EVALUATION FORM: FOR LIBRARY VISITS/SESSIONS - PART A
(Articles 6 and 6A – Evaluation)

Foothill-De Anza Community College District

Librarian: _____

Purpose of the Library Visit/Session: _____

(For example, orientation, how to do research on a topic, where/how to find information about a subject.)

Quarter/Year: _____ Type of Visit/Session: ☐ Drop-in ☐ Scheduled Class Session

How many times have you consulted a librarian on this campus?

☐ Daily ☐ Weekly ☐ Monthly ☐ Once a quarter ☐ Never

One of the major responsibilities of the District is to promote high professional standards among its faculty. Please take the time to evaluate this library visit/session for your librarian.

PART A

Evaluate both the visit/session and the librarian by marking the appropriate letter on the scantron form. Please be thoughtful and candid in your responses. Please mark the answer sheet for each of the following questions:

- a = Strongly Agree
- b = Agree
- c = Disagree
- d = Strongly Disagree
- e = No Opinion/Not Applicable

About the Library Visit/Session:

1. The visit/session helped me in accomplishing my immediate objective/s.
2. I received the information I needed.
3. Printed materials and handouts were appropriate and useful.
4. The information provided was clearly explained.
5. The visit/session helped me understand how to locate and use library resources.
6. My questions were answered.
7. There was sufficient time to address my library needs.
8. I was referred to other resources at other libraries and on the Internet (if needed).

About the Librarian:

9. Demonstrated a genuine desire to help me.
10. Was knowledgeable and prepared.
11. Motivated me to use the library and its resources in the future.
12. Encouraged me to ask questions and participate in the visit/session.
13. Encouraged me to think and consider options.
14. Used the time effectively.
15. Maintained a professional attitude conducive to learning.
16. Communicated clearly.
17. Listened carefully to me.
18. Demonstrated sensitivity in working with students of diverse racial and ethnic backgrounds, sexual orientations, and physical and mental disabilities.
19. Helped me to narrow or broaden my topic (if necessary).
20. I would seek help from this librarian again.

APPENDIX J2.3
STUDENT EVALUATION FORM: FOR LIBRARY VISITS/SESSIONS - PART B
Foothill-De Anza Community College District

***YOUR WRITTEN RESPONSES WILL BE FORWARDED TO THE LIBRARIAN
AFTER THE END OF THE QUARTER***

Librarian: _____

Purpose of the Library Visit/Session: _____
(For example, orientation, how to do research on a topic, where/how to find information about a subject.)

Quarter/Year _____

PART B

Written Evaluation (please respond to the following):

1. What did you like about this library visit/session?

2. What did you dislike about this library visit/session?

3. What specific changes could improve this library experience?

4. Please make any additional comments or suggestions about this library visit and/or this librarian.