

EDA 6945 - Practicum Survey

Term: _____

Directions: Please complete the following information related to your practicum experiences and return the survey in the envelope provided.

Demographic Information:

- In which practicum section were you enrolled?
 Check One: _____ EDA 6945 Practicum: School Administration
 _____ EDA 6503 Practicum: Principalship
- Who was your practicum faculty instructor?

- Where was your practicum setting: (Check One)
 _____ School building level _____ School district level
 _____ Educational agency _____ Other _____

Practicum Instructor:

Listed below are the responsibilities of your faculty practicum instructor. Please indicate how well your instructor performed the following responsibilities.

<u>The Practicum Instructor</u>	Low - High				
	1	2	3	4	5
1. Conducted orientation meeting and informed students of course expectations and requirements	1	2	3	4	5
2. Met with Supervising Educational Leader and informs them of course expectations and requirements, and clarified Educational Leader's role	1	2	3	4	5
3. Conducted developmental seminars in which students shared lessons learned in their respective practicum experiences	1	2	3	4	5
4. Evaluated student's written assignments	1	2	3	4	5
5. Provided assistance and support as requested during the practicum experience	1	2	3	4	5

The Practicum Supervising Educational Leader:

Listed below are the responsibilities of your Supervising Educational Leader. Please indicate how well your field supervisor performed the following responsibilities.

		Low - High				
<u>The Supervising Educational Leader</u>		1	2	3	4	5
1.	Assisted in defining policies, processes, and practices at the field station	1	2	3	4	5
2.	Assisted in planning and organizing work assignments	1	2	3	4	5
3.	Secured access within the organization for student to carry out assignments	1	2	3	4	5
4.	Held periodic meetings to evaluate student progress and offer insight to problems encountered	1	2	3	4	5
5.	Briefed the student on organizational policies	1	2	3	4	5
6.	Acquainted the student with the programs they administer and with their leadership responsibilities	1	2	3	4	5
7.	Identified practicum opportunities and communicated responsibilities associated with them	1	2	3	4	5
8.	Introduced the student to other organizational members and described assigned responsibilities	1	2	3	4	5
9.	Supervised the student as she/he implemented assigned responsibilities	1	2	3	4	5
10.	Evaluated student's performance in each area of assigned responsibility	1	2	3	4	5

Practicum Activities:

During the practicum you should have had the opportunity to participate in activities related to the following major leadership and administrative functions.

First, using the following key, indicate if you participated in activities for that function.

Participation Key: P = Participation, NA = No Participation

Second, for each item that you circle P, please assess the value of that activity to you on the scale provided. (Note: If you did not circle P, do not complete the value scale.)

<u>Participation</u>			Low	-	High					
			1	2	3	4	5			
P	NA	1.	Organizational development and maintenance	1	2	3	4	5		
P	NA	2.	Evaluation, research, and accountability	1	2	3	4	5		
P	NA	3.	School and community relations	1	2	3	4	5		
P	NA	4.	School-parent relations	1	2	3	4	5		
P	NA	5.	Staff personnel relations	1	2	3	4	5		
P	NA	6.	Pupil personnel administration	1	2	3	4	5		
P	NA	7.	Curriculum and instruction	1	2	3	4	5		
P	NA	8.	Finance and business management	1	2	3	4	5		
P	NA	9.	Legal aspects of educational leadership	1	2	3	4	5		
P	NA	10.	School board relations and policy information	1	2	3	4	5		

Florida Principal Competencies:

Listed below are descriptions of the nineteen Florida Principal Competencies. We would like to know if you feel that your practicum experience assisted you in understanding of or skill building in relation to the competencies. Using the following key, please assess the relationship between your practicum experiences and the principal competencies.

- Key: 0= No change in my understanding or skill
1= Improved understanding
2= Improved understanding and skill

Florida Principal Competencies

1.	Proactive Orientation: taking role of being in charge	0	1	2
2.	Decisiveness: forcefulness and confidence in decision making	0	1	2
3.	Commitment to school mission: holds values about the school	0	1	2
4.	Interpersonal Search: understand and verbalize ideas held by others	0	1	2
5.	Information Search: information based decision making	0	1	2
6.	Concept Formation: ability to form new concepts	0	1	2
7.	Conceptual Flexibility: use of alternative perspectives	0	1	2
8.	Managing Interaction: getting others to interact	0	1	2
9.	Persuasiveness: ability to persuade/influence others	0	1	2
10.	Concern for Image: manage impressions and public information	0	1	2
11.	Tactical Ability: tailor style of leadership to fit the situation	0	1	2
12.	Achievement Motivation: communicates personal and group goals	0	1	2
13.	Management Control: monitors work activities of others	0	1	2
14.	Developmental Orientation: coaching, facilitating growth and development of others	0	1	2
15.	Organizational Ability: plans and schedules activities	0	1	2
16.	Delegation: delegates authority and responsibility	0	1	2
17.	Self-Representation: clearly presenting one's own ideas	0	1	2
18.	Written Communication: concise, proper communication	0	1	2
19.	Organizational Sensitivity: awareness of the effect of one's decisions on other people and the organization	0	1	2

Overall Assessment:

Listed below are the four overall objectives for the practicum. Please evaluate how well your experience provided you with the opportunity to meet these objectives.

	Low - High				
<u>Objectives</u>	1	2	3	4	5
1. Provided student with the opportunity to acquire practical experiences in areas appropriate to their graduate program ..	1	2	3	4	5
2. Aid in the linkage of theory and practice	1	2	3	4	5
3. Provide integrating experiences in problem resolution and decision making	1	2	3	4	5
4. Allow student to experiment with new ideas, approaches, and strategies in a low -risk, supportive environment	1	2	3	4	5

Comments:

Please feel free to share with the faculty any specific experiences, questions, concerns or comments you would like to make about your practicum experience.