Framework of Individualized Goals for Internships

Department of Information Studies
University at Albany

The purpose of this form is to help you and your mentor to frame your 150 hours so that you have the best opportunity to expand your knowledge and expertise.

Your skills and competencies are based on your experiences. Please list your individual strengths and weaknesses and how they will affect your success as a School Library Media Specialist. Goals for your internship, of course, should be based on your self-assessment.

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Please bring the completed form to the Internship Orientation Class on Thursday, August 23 at 10:00am
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An example to follow:

STRENGTH: Internet research skills

GOALS:
• Design and conduct a series of Internet training classes for interested school faculty and staff
• Discuss the pros and cons of using Google exclusively to search the Internet

WEAKNESS: Book Selection

GOALS:
• Decide on a section of the collection to evaluate. Use the guidelines at Sunlink’s Weed of the Month Archive (http://www.sunlink.ucf.edu/weed/) to assess the collection.
• Review the school district’s Selection Policy
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STRENGTHS:
1. 
2. 
3. 

WEAKNESSES:
1. 
2. 
3. 

GOALS
1. 
2. 
3. 
4. 
5. 

Name______________________________ Internship location _________________

Date____________________________