

Quality Control: Consultation Goals

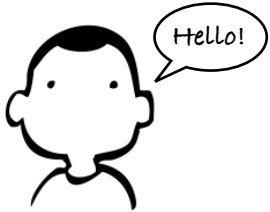
Consultant: _____

Date: _____

Observed By: _____

Start Time? _____ Finish Time? _____

Building Rapport: *How did the consultant make the writer feel comfortable?*



e.g., making eye contact, introductions, offer treats, using ScheduleIt, other?

Making a Plan: *How did the consultant address the writer's needs?*



e.g., ask about assignment (interpret), ask about student's concerns, find focus for the session, others?

Engaging the Student: *How did the consultant hold conversation?*



e.g., ask questions, read paper together, actively listened, encourage note taking, other?

Giving Feedback: *How did the consultant build the student's confidence while addressing their original concerns?*



e.g., use positive observations, address the student's concerns, be specific, stay away from evaluation, have clear explanations, use of resources, others?

Reflections: *After the Consultation - for next time...*

What were some strengths you observed?

Do you have any additional observations?

