##### Residency-In-Practice

# Initial Assessment By Field Supervisor

Student

Organization

Supervising Attorney

Supervisor Completing Form

(if different)

*The Student Resident is responsible for uploading this document on the Residency TWEN site by the date indicated in the syllabus.*

## Instructions for Supervisor

* Please rate your Resident’s progress thus far for each of the criteria listed, using the following scale:

1 = consistently fails to meet minimum standards

2 = occasionally below standard

3 = reasonably meets standards

4 = generally exceeds standards

5 = always well above standard

n/a = not applicable

* The baseline for assessment on this scale is “meets standards”, i.e. the student’s work demonstrates the level of competence you would generally expect from a second-year student at this point in the residency. For this interim assessment, the student should not be surprised to see many, if not all, 3s. The highest level of assessment should be reserved for the exceptional student.
* If other lawyers assisted in the supervision, incorporate their assessment of the student’s performance or have them submit a separate form.
* Specific comments are encouraged to help the student know what he or she is doing well and what he or she can do to improve.
* Please review this assessment with your student and sign as indicated at the end.

| **Criteria** | **Rating** |
| --- | --- |
| **Legal Analysis** |  |
| Accurately identifies the relevant legal issues |  |
| Accurately applies legal rules to factual situations |  |
| **Research Ability** |  |
| Researches legal issues with competent scope and depth |  |
| Researches factual issues with competent scope and depth |  |
| **Written Communication Skills** |  |
| Exhibits a mastery of basic writing skills, including grammar, sentencestructure, and paragraph structure |  |
| Analyzes legal issues in writing proficiently and succinctly |  |
| **Oral Communication Skills** |  |
| Presents legal analysis and ideas clearly, confidently, and effectively |  |
| Presents persuasive formal argument |  |
| **Judgment and Decision-making** |  |
| Exercises good common sense |  |
| Makes decisions that are well-informed and well-reasoned |  |
| **Problem-Solving Skills** |  |
| Exhibits appropriate level of initiative in identifying and solving problems |  |
| Collaborates well with others to solve problems |  |
| **Lawyering Tasks** |  |
| Obtains relevant information in interviews with clients or witnesses |  |
| Documents work appropriately, such as documentation of interviews, meetings, and phone calls. |  |
| Manages work load and projects effectively, exhibiting adequate planning |  |
| **Professionalism** |  |
| Assumes responsibility for assignments and activities under direct control |  |
| Maintains cooperative working relationships with others |  |
| Is cooperative and accommodating to the needs of the office |  |
| Maintains a professional demeanor with colleagues, clients, and supervisors |  |
| Dependable and reliable to a satisfactory degree |  |
| **Ethics** |  |
| Demonstrates understanding of a lawyer’s ethical obligations to the client |  |
| Demonstrates understanding of a lawyer’s ethical obligations to the courts and/or the quality of justice |  |

### Comments on assessment criteria:

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### Other skills or qualities that the student has demonstrated:

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### Types of assignments the student has received (e.g. research; drafting pleadings, contracts, or other legal documents; client interviewing; etc.):

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### Opportunities for the student to observe the legal process (e.g. court proceedings, negotiations, client interviews, etc.):

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### Other comments, concerns, or questions:

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Supervisor Signature Student Signature

Date Date