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For my mid-semester interview, I used a SWOT Analysis Matrix photo from this website: https://www.mindtools.com/pages/article/newTMC_05.htm. The meeting was split into four parts, for each part of the matrix. This meeting was conducted with Emily Daly on September 27th from 9:30 - 10:00 AM, virtually on Zoom. A recording of the meeting will be submitted with this reflection.

The first part of the matrix discusses strengths. I brought up my communication skills and my ability to communicate quickly and efficiently. I mentioned that I am effective at responding to emails quickly and with clarity. Emily added that she appreciated that I bring in my skills from my other job to my practicum. My work interacting with chat-logs has allowed me to empathize with students and understand their perspective as they interact with Duke Libraries.

The second part of the matrix touches on weaknesses. This practicum is based in the AUX department at Duke Libraries. I am a student, jumping into a new department and new type of library, while also trying to accomplish my semester-long goals with the practicum. All of these factors mean that I am unaware of how much time and quality I should be devoting to each task I accomplish. I need to be careful of not spending too much on tasks that might prevent me from finishing the bigger picture goals of the practicum. This weakness can be worked on with increased communication with the department and Emily.

The third part of the matrix is about opportunities. The Duke AUX department is continuing to work on talking about how they can be more sensitive to the needs of students with disabilities. I brought up that I would like to be more involved in this discussion throughout my practicum. I also talked about starting to do informational interviews. Most of my work is completed with Emily so it would be helpful for my long-term academic goals to talk to the other library staff of the AUX department. The last opportunity I brought up was to start thinking about ways I could continue my work with AUX beyond the practicum. This opportunity might involve thinking about ways that the work on students with disabilities can also be incorporated into my future career.

The last part of the matrix is on threats. For our reflection, we replaced threats with obstacles. The major obstacle in this practicum is time. This practicum is three months in length and at this point in time, I am already at the halfway point with approximately a month and a half left. The artifacts I intend on creating from this practicum are two usability reports, created from conducting testing with Duke students. These two reports will focus on two separate topics. The first report I intend on completing soon will be on the topic of the Duke Libraries' digital staff directory. Along the same lines of the weaknesses, I need to be sure that I can complete this project and dedicate my time effectively. Once I do that, I can proceed with my second test and hopefully finish both of my artifacts this semester.

The mid-semester interview seemed to indicate that I am doing well in my practicum so far. I am currently set to finish my first usability test with a little less than a month and a half to finish my second afterward. I believe that once I finish my first test, I should feel more at ease

with my second and be able to finish that one efficiently. I am excited to continue my practicum and to officially finish my first artifact.