**Peer review form internship interview**

This form can be used for peer review of supervision moments in research internships. This could be a formal final/appraisal interview, but also a progress interview.

Not all items are suitable for both forms of internship supervision. On page 3 there is also room to formulate personal learning objectives that can be taken into account during observation.

|  |  |
| --- | --- |
| **Name of lecturer** |  |
| **Name of peer reviewer** |  |
| **Date of peer review** |  |
| **Name of student** |  |
| **Type of internship** |  |

You will briefly preview the peer review with your colleague, discussing what can be considered during the review. You will also briefly discuss the review afterwards, then write a short reflection on page 4.

**Starting the conversation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Explains purpose of interview
 |  |  |  |  |
| 1. Is prepared and, in case of a final interview, has completed forms
 |  |  |  |  |
| 1. Asks if the student has prepared as agreed.
 |  |  |  |  |
| 1. Asks how the student thinks the internship is going / went.
 |  |  |  |  |

**Feedback on student performance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Gives arguments for the score he/she has given on the relevant appraisal forms
 |  |  |  |  |
| 1. Mentions the impression that the student's behaviour/performance makes on him/her
 |  |  |  |  |
| 1. Is concrete in his/her feedback and gives examples to illustrate
 |  |  |  |  |
| 1. Asks if student recognises him/herself in the impression made and the examples given
 |  |  |  |  |
| 1. Gives tips **and** tops
 |  |  |  |  |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Describes desirable behaviour and looks together with the student how this can be achieved.
 |  |  |  |  |
| 1. Has the student formulate what he/she has learned from this internship
 |  |  |  |  |
| 1. Has the student formulate his/her intentions for next research / next internship.
 |  |  |  |  |

**Feedback on report (in case of final interview)**

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| --- | --- | --- | --- | --- |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Gives arguments for the score he/she has received on the relevant appraisal forms
 |  |  |  |  |
| 1. Examines whether the learning objectives have been met, given the student's background knowledge, experience, available time and ambition
 |  |  |  |  |
| 1. Gives concrete points for improvement regarding content.
 |  |  |  |  |

**Communication aspects**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Gives feedback in a positive way
 |  |  |  |  |
| 1. Listens and asks follow-up questions
 |  |  |  |  |
| 1. Has an engaging attitude/ encourages student to speak
 |  |  |  |  |
| 1. Expresses himself well, is clear and articulate.
 |  |  |  |  |

**Closing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The lecturer: | - | + | ++ | Comments, advice, explanations |
| 1. Asks if the student has any points for improvement for the lecturer
 |  |  |  |  |
| 1. Asks if the student is satisfied with the interview.
 |  |  |  |  |

**Other learning objectives that can be observed (own formulation)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | - | + | ++ | Comments, advice, explanations |
|  |  |  |  |  |
|  |  |  |  |  |

**Strengths**

|  |
| --- |
|  |

**Points for improvement**

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| --- |
|  |

**Space to write during the observation**

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| --- |
|  |

**Own reflection following the performance and received feedback**

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| --- |
| * What have you learned?
* What would you like to (continue to) apply next time?
* What would you like to do differently next time?
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