

# SCHOOL LIBRARY REFERENCE SERVICE EVALUATION FORM TEMPLATE

This enables school librarians and administrators to assess and improve reference desk operations, ensuring the library remains a valuable resource hub for the academic community.

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## SCHOOL LIBRARY REFERENCE SERVICES EVALUATION FORM

**Instructions:** Thank you for taking the time to provide feedback on the reference services offered at our school library. Your comments must self help us improve and make our services better meet your needs. Please take a few moments to complete this evaluation form. Your responses will remain confidential and you receive a greatly appreciated response.

Western Australian Department of Education  
Date: June 11, 2018

### I. General Information

Name (Print Name)	Grade Level (Select a Grade)
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### II. Reference Services Evaluation

Please rate the following aspects of our reference services on a scale of 1 to 5, with 1 being "Needs Improvement" and 5 being "Exceeds Expectations".

No.	Evaluation Statement	1	2	3	4	5
1	The library staff responded promptly and courteously to my reference query.				✓	
2	The library staff demonstrated good knowledge and expertise in assisting with my request.				✓	
3	The library staff offered helpful and relevant resource recommendations.				✓	
4	Resource materials are clearly identified from the library staff.				✓	
5	The library staff showed a willingness to go the extra mile to assist me.				✓	



# Evaluation Of Reference Services

**S Baum**



## **Evaluation Of Reference Services:**

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