

Things to Ask at Practicum

1. Do I have a work space?
2. Is there a break room?
3. Where can I put my bag, books, and snack or lunch?
4. Is there any material I can read about the clientele?
5. What time do you want me here to start the day?
6. Can I get a list of the staff and their titles?
7. If I have to call in and you (the supervisor) are not here, whom should I ask to speak to?
8. If you (the supervisor) are not here and a pressing issue or problem comes up that I can't handle, what should I do?
9. Do I need any special materials?
10. What is the dress code and are the clothes I am wearing appropriate?
11. Do I need to sign in and out?
12. Are breaks and lunch at a set time?
13. Where is the bathroom and do I need a key?
14. If I am out for any reason, can I make up the time?
15. Where do I park my car? Is there a parking fee? Do I need a parking pass?
16. I will be using public transportation; can you tell me the nearest bus stop?
17. What are the expected hours of my placement?
18. Can I adjust my schedule to match the bus schedule?
19. If I think of any other questions, can I call you?
20. What safety policies or procedures do I need to be aware of?

Adapted from *In the Field* by William A Danowski (2005).