



INSTRUCTIONS FOR STUDENT WCGS Laboratory Rotation Evaluation Form

1 Introduction

Prior to this form, the student and preceptor had completed the Laboratory Agreement form. This form must be completed by the student and rotation preceptor within 2 weeks of completion of rotation and discussed together.

2 If you have not already done so, please register for a Laboratory Rotation that is associated with your Preceptor.

Login to LEARN Website - <https://learn.weill.cornell.edu/ICS>



Click on the Student tab

The screenshot shows the Weill Cornell LEARN website. At the top, the text "Weill Cornell LEARN" is displayed in large white letters on a black background. Below this is a red navigation bar with white text for "HOME", "ADMISSIONS", "CAMPUS LIFE", "ACADEMICS", "STUDENT", and "MY PAGES". The "STUDENT" tab is highlighted with a green hand cursor. Below the navigation bar, the breadcrumb "You are here: Home" is visible. The main content area is divided into two columns. The left column has a "Learn" header, a "Home" link with a plus icon, a "Quick Links" section with a "My Pages" link, and a "Go to Main Screen" button. The right column has a "Learn" header, a "Campus Resources" section with a "Resources" sub-header, a "Weill Cornell Webmail" link, and a "Go to Main Screen" button.

Click on WCGS Student link

The screenshot shows the Weill Cornell LEARN website with the "STUDENT" tab selected. The breadcrumb "You are here: Student > Student Home" is visible. The main content area is divided into two columns. The left column has a "Student" header, a "Student Home" link with a plus icon, and a "WCGS Student" link. Below this is a "Quick Links" section with a "My Pages" link. A green hand cursor is pointing at the "WCGS Student" link. The right column has a "Student" header, an "Announcements" section with a message "You have no incoming announcements." and a "Show All Announcements" button, and a "Calendar" section.



**Under WCGS Forms and Evaluations header, click on
Laboratory Rotation Evaluation – Part A**

The screenshot shows the Weill Cornell LEARN portal interface. At the top left, the text "Weill Cornell LEARN" is displayed. On the top right, it says "WELCOME, ERNIE TESTER (PERSONAL INFO)". Below this is a navigation bar with links for HOME, ADMISSIONS, CAMPUS LIFE, ACADEMICS, STUDENT, and MY PAGES. Underneath the navigation bar, it indicates "You are here: Student > WCGS Student". On the left side, there is a "Student" menu with options: Student Home, Registration, Advising, and WCGS Student. Below this is a "Quick Links" section with "My Pages". The main content area is titled "WCGS Student" and includes a "Printer" icon. Underneath, there is a "WCGS Forms and Evaluations" section with a "View Reports" button. The primary focus is on the text "To be completed by student Laboratory Rotation Evaluation - Part A", which is highlighted in blue and has a green hand cursor pointing to it.



3 Fill-in the blanks and submit the form. Red asterisks (*) denotes required fields.

Laboratory Rotation Evaluation
To be completed by student and rotation preceptor within 2 weeks of completion of rotation and discussed together.

| | |
|----------------------|--|
| Student | Ernie Tester |
| Year in Program | 3rd Yr |
| Program | Physiology, Biophysics & Systems Biology |
| Date started in WCGS | Jul 01, 2006 |

| | |
|----------------------|--|
| Rotation Preceptor | Julian Tester |
| Rotation Dates: | |
| * From: (mm/dd/yyyy) | <input type="text" value="2/10/2015"/> |
| * To: (mm/dd/yyyy) | <input type="text" value="5/10/2015"/> |

* Were the specific goals for the rotation project (originally described in the Laboratory Rotation Agreement) completed? Describe any additional achievements not originally planned for the rotation: Please DO NOT paste text directly from MS Word. Paste plain text only.

* Were the training goals (originally described in the Laboratory Rotation Agreement) accomplished? (Include techniques learned, how your conceptual and technical understanding of the field was enhanced, and how you were exposed to the research in the laboratory and the field in general.) Please DO NOT paste text directly from MS Word. Paste plain text only.

* How often did you meet with the preceptor and/or senior lab personnel? Please DO NOT paste text directly from MS Word. Paste plain text only.

Additional comments, if any:
Please DO NOT paste text directly from MS Word. Paste plain text only.

During your rotation-evaluation meeting with your preceptor, you may want to discuss the following:

- Were you well received in the lab?
- Did you feel involved in the research at an appropriate level?
- Were you given the opportunity for independent work?
- Did you gain any laboratory skills?
- Did you gain significant knowledge in the research area?
- Was your overall experience positive?
- Would you consider this general research area for your thesis area?
- Would you consider the preceptor as a potential thesis mentor?

Your information appears here.

Your rotation preceptor's name will appear here. If you do not have a Rotation Preceptor, please fill-out the Laboratory Rotation Agreement form first.

Your rotation start and end dates will appear here. These are the dates from your Laboratory Rotation Agreement form.

Submit Form





Upon submission of your form, you will see the following confirmation message screen.

WCGS Forms and Evaluations

You have successfully submitted your Laboratory Rotation Evaluation form.

Your preceptor has been notified.
Please schedule a meeting with your preceptor.

Thank you for your submission.

When your Preceptor approves the form, you will receive a confirmation E-mail similar to the one below:

Subject: Your Laboratory Evaluation has been approved by "Your_Preceptor_Name"

Message:

Dear "Your_Name",

Your Laboratory Rotation Evaluation form has been approved.

Best,
Your "Rotation_Preceptor_Name"

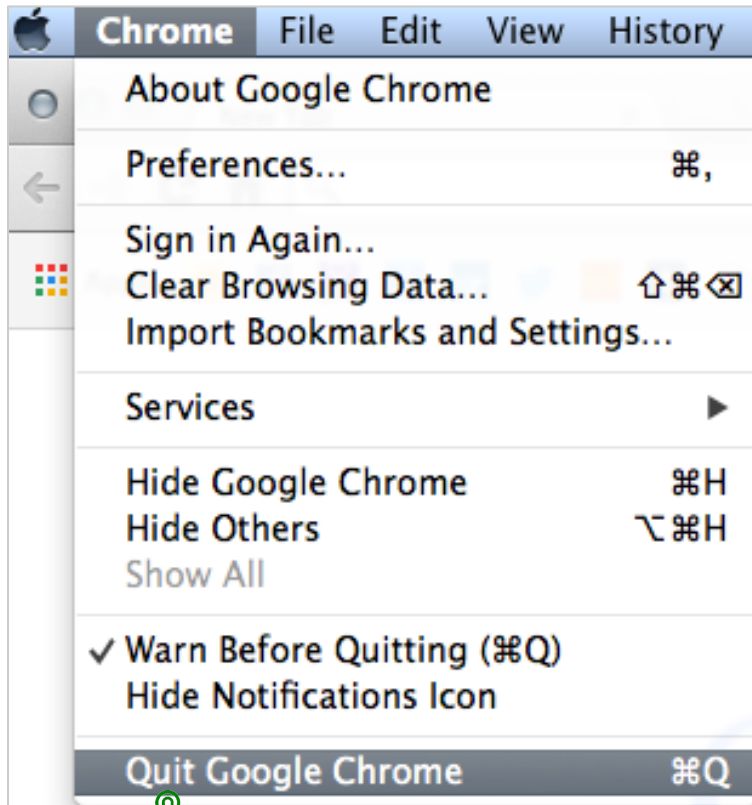


4 Logging out of LEARN

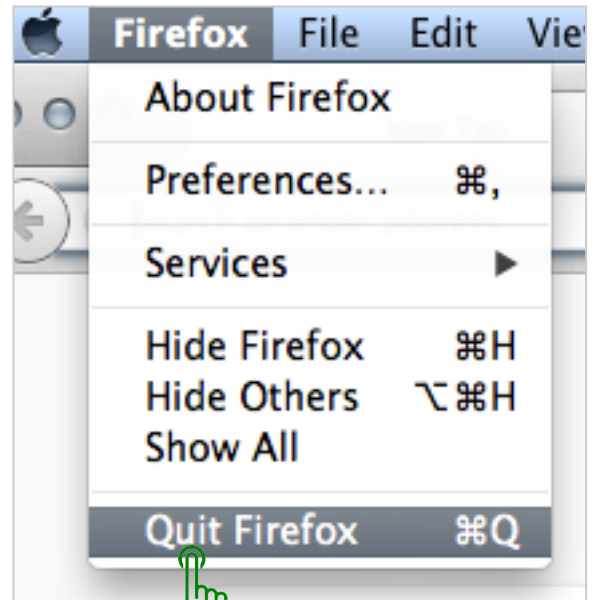
NOTE: There is NO logout button. You must QUIT your browser to logout. Simply closing your browser tab will not log you out; you must quit.

For browsers on a Mac:

Chrome



Firefox



Safari

