



### Tape Analysis Form – School Counseling

Directions: Review your session’s audio/video tape and use the scale below to rate your competence in this session. Please indicate your level of agreement with each of the following statements by circling one of the following numbers:

- 1-2 (i.e. poor or marginal performance);
- 3-4 (adequate or average performance);
- 5-6 (good to excellent overall performance);
- NA/NO (not applicable or not observed)

TAPE ANALYSIS FORM									
STUDENT INFORMATION									
Student Name:									
Banner ID:									
Tape Analysis/Transcript #:									
PRACTICUM/INTERNSHIP SITE INFORMATION									
Agency/Organization or School Name:									
City:			County:			State:			
Zip:			Phone:			Fax:			
Site Supervisor Name:									
University Supervisor Name:									
SELF-EVALUATION									
Evaluation Statement	Poor		Adequate		Good		NA/NO		
1) Opening: Opened the session smoothly and effectively	①	②	③	④	⑤	⑥	NA	NO	
2) Attending: Demonstrated interest, focused on the client, encouraged the client to speak through the use of verbal and nonverbal encouragers	①	②	③	④	⑤	⑥	NA	NO	
3) Active Listening: Demonstrated the ability to follow the client with understanding in all aspects of communication	①	②	③	④	⑤	⑥	NA	NO	
4) Silence: Allowed appropriate silences and demonstrated the ability to listen during the session	①	②	③	④	⑤	⑥	NA	NO	
5) Non-verbals: Exhibited appropriate, effective use of body language, vocal tone, facial expressions, and eye contact to convey warmth, positive regard, and acceptance. Aware of client non-verbals	①	②	③	④	⑤	⑥	NA	NO	
6) Reflecting Feeling: Demonstrated and communicated empathy by reflecting client emotions, explicit and implicit	①	②	③	④	⑤	⑥	NA	NO	
7) Reflecting Content: Demonstrated active listening via clarification, paraphrasing, and summarization	①	②	③	④	⑤	⑥	NA	NO	
8) Probing/Questioning: Demonstrated the use of purposeful, open, and/or closed questions to keep the session on track and to encourage further communication and understanding of the client’s world	①	②	③	④	⑤	⑥	NA	NO	
9) Challenging/Confronting: Identified client discrepancies and inconsistencies and was able to probe further or confront when necessary	①	②	③	④	⑤	⑥	NA	NO	



10) Immediacy: Appropriately used "I-you" statements and process-related questions to bring the present tense into the counseling session	①	②	③	④	⑤	⑥	NA	NO
11) Case Conceptualization: Recognizing what is not being said, identifying patterns, and comfort with counseling as an overall process of helping	①	②	③	④	⑤	⑥	NA	NO
12) Closing: Closed the session smoothly and set direction for the next session	①	②	③	④	⑤	⑥	NA	NO

**ADDITIONAL QUESTIONS**

13) What did you do well in this session?

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14) What do you wish you had done differently?

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15) What are some reoccurring difficulties or patterns you are experiencing?

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16) What specific parts of the tape/session would you like help on?

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17) How did this session affect you? (e.g. your own personal issues or feelings came into the session)

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18) Brainstorm avenues for further counseling with this student(s)?

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**ADDITIONAL COMMENTS AND/OR SUGGESTIONS**

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**SIGNATURES**

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Student Signature	Printed Name	Date
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