

# QUESTIONS TO ASK

## Key questions to ask your CBL site supervisor

- Confirm schedule, or at minimum the first shift's day and time.
- What training or orientation do I need to complete before starting?
- What can I expect on my first day?
- What will be my specific tasks, and how does it fit into the work of the agency?
- How should I check in/get started each time I come in?
- Who should I contact/what procedure do I need to follow if I need to call in sick or otherwise can't make it?
- What are expectations for dress?
- I will need a signature on my time log. Who and when should I have sign it (e.g. after every shift or at the end of my CBL experience)?
- Inform your site supervisor if you need any accommodations.

Feel free to reach out with your questions & concerns!  
Shannon Williams, Community-Based Learning Coordinator  
swilliams@inverhills.edu; CC208

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