

Appendix I: Work Experience Student Performance Evaluation

Please return to _____ by _____
 Faculty Name Date

Student Name: Allan April Student ID: _____

Employer: Global Halifax Supervisor: Rhonda Brown

Fax Number: _____ Email: rhonda.brown@globalnews.ca

WORK EXPERIENCE PERFORMANCE OBJECTIVES

The student has entered a learning contract to develop performance objectives while on Work Experience, to determine the process and results of learning. Referring to the goals set with the student, please provide a brief narrative of the student's success in reaching these goals.

As a news intern, Allan was asked to work with reporters and write elements for broadcast. He also worked on shooting and editing with professional gear.

Performance Rating Scale – Circle rating that best describes the student's performance.

- VG Very good – performance exceeds expectations; student shows initiative; demonstrated above average knowledge of theory and practical application
- G Good – performance meets expectations; student works consistently; demonstrated knowledge of theory and application
- S Satisfactory – performance demonstrated knowledge of theory and application; student is willing to learn new skills to improve performance
- NI Needs Improvement – performance of tasks demonstrated a need to work on skills in select areas
- U Unsatisfactory – performance does not meet industry standards and requires additional improvement
- N/A Not Applicable

Career Related Skills

- Written Communication
VG G S NI U NA
- Oral Communication
VG G S NI U NA
- Organization & Planning
VG G S NI U NA
- Use of professional equipment
VG G S NI U NA
- Evaluate situations, make decision & solve problems
VG G S NI U NA
- Quality of Work
VG G S NI U NA
- Adheres to OH&S
VG G S NI U NA

Personal Management Skills

- Attitude towards learning & work
VG G S NI U NA
- Adaptability to change
VG G S NI U NA
- Integrity & Personal Ethics
VG G S NI U NA
- Attendance & Punctuality
VG G S NI U NA
- Responsible for own actions
VG G S NI U NA
- Initiative
VG G S NI U NA
- Personal Appearance
VG G S NI U NA

Interpersonal Skills

- Contribute to the team effort
VG G S NI U NA
- Listen to all opinions & Ideas
VG G S NI U NA
- Assist in all stages of project
VG G S NI U NA
- Lead & follow appropriately
VG G S NI U NA
- Motivate team members
VG G S NI U NA
- Respect diversity & differences
VG G S NI U NA
- Overall Performance
VG G S NI U NA

OTHER COMMENTS

Allan was an enthusiastic addition to our newsroom always willing to pitch in and contribute to our programs. Accepted feedback and tried to apply it.

Have you discussed the performance with the student? Yes No

Allan did a great job here. We appreciated his enthusiasm!

Supervisor's Signature: [Signature] Date: May 28/14

Student's Signature: [Signature] Date: May 29th/14

FEEDBACK ON PROGRAM

Please provide feedback on the level of training provided by the program.

Program: RTA Campus: _____

Meets Industry Standards: Yes No
Adequate teaching of theoretical concepts and practical application: Yes No
Requires curriculum improvement: Yes No
(please provide specific examples):

How would you rate the program? Satisfactory Needs Improvement

Suggestions for improvement

THANK YOU FOR SUPPORTING NSCC WORK EXPERIENCE