

BİLECİK ŞEYH EDEBALI UNIVERSITY, FACULTY of FINE ARTS and DESIGN

INTERNSHIP EVALUATION FORM

DATE :/...../201...

QUALITIES	Score weight	Student	Member	Member	Chairperson	Average
1. GENERAL QUALITIES	10 Points					
a) Care about appearance	2					
b) Her/His good manners, politeness and modest attitudes	2					
c) Her/His serious-minded and dignified attitudes	1					
d) Her/His seriousness	1					
e) Devotion to her/his personal interests	2					
f) Her/His impartiality and justice during the application	1					
g) Using the materials and arranging the time appropriately	1					
2. HER/HIS ADAPTATION TO DISCIPLINARY RULES	15 Points					
a) Compliance with laws, regulations and orders	7					
b) Completing her/his tasks on time	5					
c) Her/His manners and actions with the her/his chiefs	3					
d) Her / His manners and acts with her/ his classmates	1					
e) Her/ His obedience	2					
3. HER/HIS STUDIOUSNESS	15 Points					
a) Her/ His enthusiasm and effort in doing the task	5					
b) Her/His abilities in research and examination	5					
c) Her/His strength against physical fatigue	2					
d) Her/His strength against intellectual fatigue	3					
4. HER/HIS ADAPTATION TO COOPERATION	5 Points					
a) Her/His aptitude to team work	3					
b) Her/His manners to get on well with others	2					
5. HER/HIS RELIABILITY AND LOYALTY	5 Points					
a) Her/His Honesty	2					
b) Her/His aptitude to making gossip	1					
c) Her /His attitudes about respecting privacy and keeping secrets	1					
d) Abuse one's trust	1					
Subtotal						
6. PROFESSIONAL KNOWLEDGE 50 Points	(1.Very bad, 2.Bad, 3.Enough, 4.Good, 5.Very good)					
The member of the commission who makes evaluation about the internship	1	2	3	4	5	Average
Her/His introducing the business enterprise where he/he underwent training						
Her/his technological knowledge for this enterprise						
Her /His professional knowledge for this enterprise						
Her/ His competitive analysis for this enterprise						
Her/ His material information that he knew or used during the internship						
Her/ His care and order in her/his internship notebook						
Her/His design and method information						
Her/ His practical skills in using her/his academic knowledge during the internship						
Her/His abilities in job detection and making suggestions						
Her/His improved design/method/ suggestion during the internship						
Subtotal						
Overall total score (Course Passing Grade)						