

Date: \_\_\_\_\_ Intern name: \_\_\_\_\_

## Attendance and participation

- |    |  |   |   |   |   |
|----|--|---|---|---|---|
| 1. | I am present and on time every day.                  | 1 | 2 | 3 | 4 |
| 2. | I participate actively and with a positive attitude. | 1 | 2 | 3 | 4 |
| 3. | I speak only in English during my time at Widgets.   | 1 | 2 | 3 | 4 |

## Performance

- |     |  |   |   |   |   |
|-----|--|---|---|---|---|
| 4.  | I can share my ideas and give my opinion in a small group. | 1 | 2 | 3 | 4 |
| 5.  | I can understand short employment announcements.           | 1 | 2 | 3 | 4 |
| 6.  | I can relate my skills and experience in a positive way.   | 1 | 2 | 3 | 4 |
| 7.  | I can talk about my own strengths and weaknesses.          | 1 | 2 | 3 | 4 |
| 8.  | I can write a strong, attractive resume and cover letter.  | 1 | 2 | 3 | 4 |
| 9.  | I can answer questions effectively in a job interview.     | 1 | 2 | 3 | 4 |
| 10. | I can interview someone for a job in a professional way.   | 1 | 2 | 3 | 4 |

What have I learned so far?

.....

.....

What can I do to improve?

.....

.....

## Grading

I would like to receive a final grade of:	F	D	C	B	A
Being honest, I think that I deserve a grade of:	F	D	C	B	A

## Supervisor Comments:

.....

.....

.....