



**Internship Assessment**

Mentor Name \_\_\_\_\_ Date \_\_\_\_\_

Student Name \_\_\_\_\_ Internship Site \_\_\_\_\_

**Please rate how the student performed (1= not yet, 3= *example*, 5= always).**

**Knowledge and Learning**

Investment in Learning <i>Invests readily</i>	1	2	3	4	5	N/A
Value of Knowledge <i>Finds interest in many different areas</i>	1	2	3	4	5	N/A
Responsibility for Learning <i>Shares the responsibility for learning</i>	1	2	3	4	5	N/A

**Work Ethic**

Honesty, Integrity & Courtesy <i>Recognizes honesty, integrity &amp; courtesy in others</i>	1	2	3	4	5	N/A
Trust & Responsibility <i>Broadens trust of others and trustworthiness</i>	1	2	3	4	5	N/A
Quality Work <i>Understands why it is important to always do quality work</i>	1	2	3	4	5	N/A
Desire to Continuously Improve <i>Identifies where improvements may be made</i>	1	2	3	4	5	N/A
Striving for Excellence <i>Does the best possible work with first effort</i>	1	2	3	4	5	N/A
Demonstration of Values <i>Demonstrates commitments, convictions and sense of purpose</i>	1	2	3	4	5	N/A
Understanding the value of collaboration <i>Understands the value of working together with others</i>	1	2	3	4	5	N/A
Group Values <i>Makes decisions considering the needs and opinions of others</i>	1	2	3	4	5	N/A
Responsibility for Decisions <i>Takes responsibility for decisions</i>	1	2	3	4	5	N/A
Respect & advocacy <i>Speaks about own opinions with honesty and clarity and asks for feedback; listens respectfully</i>	1	2	3	4	5	N/A

## Professional Skills

Dealing with others <i>Treats other with honesty, consideration and respect, regardless of situation</i>	1	2	3	4	5	N/A
Asking for Help <i>Recognizes need for help on own terms</i>	1	2	3	4	5	N/A
Strengths & Weaknesses <i>Begins to recognize strengths and weaknesses in self and others</i>	1	2	3	4	5	N/A
Community Contribution <i>Begins to see self as a contributing member of a community</i>	1	2	3	4	5	N/A
Question Making <i>Begins to form questions</i>	1	2	3	4	5	N/A
Reliance on authority <i>Considers rules and boundaries when acting</i>	1	2	3	4	5	N/A
Recognizing strengths <i>Recognizes own strengths and the strengths of others</i>	1	2	3	4	5	N/A
Working with others <i>Works well with others as a team</i>	1	2	3	4	5	N/A
Sharing ideas <i>Shares ideas and listens to others</i>	1	2	3	4	5	N/A
Seeking solutions <i>Uses limited resources to seek one solution</i>	1	2	3	4	5	N/A
Problem Recognition <i>Recognizes and can define some problem questions</i>	1	2	3	4	5	N/A
Understanding the reasons for a decision <i>Evaluates options and chooses the one most likely to achieve results</i>	1	2	3	4	5	N/A
Connection Making <i>Sees connections between concepts</i>	1	2	3	4	5	N/A
Openness to new ideas <i>Considers unfamiliar or contradictory ideas with an open mind</i>	1	2	3	4	5	N/A
Decision Making process <i>Has a strategy for making decisions</i>	1	2	3	4	5	N/A
Cause & Effect <i>Examines causes and considers effects on solutions</i>	1	2	3	4	5	N/A
Clarity <i>Restates and asks questions to check understanding</i>	1	2	3	4	5	N/A
Awareness of Audience <i>Recognizes different audiences and begins to adjust communication to their needs</i>	1	2	3	4	5	N/A

Time Management <i>Makes progress at a steady rate throughout work</i>	1	2	3	4	5	N/A
Responsibility <i>Encourages others to share responsibility</i>	1	2	3	4	5	N/A
Planning <i>Takes an active part in planning</i>	1	2	3	4	5	N/A
Producing information <i>Analyzes information with regard to the original problem or issue</i>	1	2	3	4	5	N/A
Responsible use of Technology <i>Demonstrates responsible use of technology and is able to state reasons for choices</i>	1	2	3	4	5	N/A
Application <i>Selects and uses technology tools to effectively meet needs</i>	1	2	3	4	5	N/A
Systems <i>Knows how various systems work and can operate effectively with them</i>	1	2	3	4	5	N/A
<b>Project and Project Development</b>						
Choice of projects & challenges <i>Chooses projects that will contribute to self-improvement</i>	1	2	3	4	5	N/A
Project management <i>Knows what the steps are for planning and how to use them</i>	1	2	3	4	5	N/A
Expanding Existing Ideas <i>Looks to use familiar ideas in unusual ways</i>	1	2	3	4	5	N/A
Connecting Ideas to media <i>Uses media that is appropriate to express ideas</i>	1	2	3	4	5	N/A
Planning & Follow through <i>Develops plans and tools to ensure work will get done</i>	1	2	3	4	5	N/A
Effort <i>Creates new challenges for self</i>	1	2	3	4	5	N/A
Initiative <i>Is able to begin work on own</i>	1	2	3	4	5	N/A
Setting Goals <i>Is involved in setting own goals</i>	1	2	3	4	5	N/A
Setting Standards <i>Is fully involved in setting expectations and standards for work</i>	1	2	3	4	5	N/A
Use of Organizational Tools <i>Makes use of tools to stay organized</i>	1	2	3	4	5	N/A
Practicality <i>Method of organization suits purpose</i>	1	2	3	4	5	N/A

*Please write any additional comments you may have on this page.*