

Name of the Student:

Matric No:

Department:

Name&Address of Employer:

INDUSTRIAL TRAINING SUPERVISOR'S REPORT

ASSESSMENT ON STUDENT		A	B	C	D	E	Score
1	TECHNICAL & LEARNING SKILLS (e.g Technical skilled learned so far)	2.5	2	1.5	1	0.5	
2	PLANNING AND ORGANISING (e.g. How presentable is his log book)	2.5	2	1.5	1	0.5	
3	PROFESSIONALISM (e.g. How mature & confidence in working relationships, appearance & manners)	2.5	2	1.5	1	0.5	
4	COMMUNICATION SKILLS (e.g. Verbal and written communications, asking questions, effective presentation)	2.5	2	1.5	1	0.5	
5	MOTIVATION & COMMITMENT (e.g. Aiming for perfection, devoting time necessary to meet challenging goals)	2.5	2	1.5	1	0.5	
6	RESPONSIVENESS & FLEXIBILITY (e.g. Adapting well to changing circumstances and taking interest in new opportunities)	2.5	2	1.5	1	0.5	
7	ANALYSIS & JUDGEMENT OF PROBLEMS (e.g. Identifying inter-relationships from a wide perspective & finding practical solutions to problems)	5	4	3	2	1	
A: Excellent B: Good C: Competent D: Below Average E:Poor		TOTAL SCORE					

EMPLOYER'S SUPERVISOR:

Name:

Email:

Mobile:

Remarks:

SIGNATURE