









WORK-BASED LEARNING EXPERIENCE EVALUATION OF STUDENT BY FIELD SITE SUPERVISOR

STUDENT		FIELD SITE				
FIELD SITE SUPERVISOR	PHONE NUMBER					
Instructions: * * * P	Check ✓ the descriptor the CLEASE DISCUSS T	heck ✓ the descriptor that best describes the student's performance. Comments are appreciated. ASE DISCUSS THIS EVALUATION WITH THE STUDENT * * *				
		QUALITY OF WORK	T			
Unsatisfactory	<u>Marginal</u>	Acceptable	Commendable	Outstanding		
Poor quality of work;	Careless; inclined to	Meets minimum	Exceeds minimum	Consistent high degree		
continually makes errors;	make mistakes; work	requirements of accuracy	requirements of accuracy	of accuracy and		
requires excessive	barely acceptable.	and neatness; average	and neatness; very few	neatness; work can be		
checking and rework.		quality of work needs	errors; carries out	relied upon; very little		
		normal supervision.	instructions well; needs	rework; seldom needs		
			little supervision.	supervision.		
0	1	2	□ 3	□ 4		
Comments:	<u> </u>					
		QUANTITY OF WORK				
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding		
Slow worker. Does very	Works at a slow pace.	Works at a steady pace.	Works fast. Often	Very fast and prompt		
little work; wastes time.	Needs encouraging and	Meets minimum	exceeds requirements.	worker. Consistently		
· ·	urging.	requirements.		exceeds requirements.		
0	□ 1	<u> </u>	3	1 4		
Comments:	<u> </u>		<u> </u>			
		ATTENDANCE				
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding		
Often absent or tardy.	Erratic in attendance and	Occasionally absent or	Seldom absent or tardy.	Excellent attendance		
Does not report absence	punctuality. Seldom	tardy. Reports absence	Always reports absence	record. Always at work		
or tardiness in advance.	reports absence or	or tardiness in advance.	or tardiness in advance.	and on time. Very		
Very undependable.	tardiness in advance.		Dependable.	dependable.		
	Not dependable.			·		
По	1 1	1 2	3	П 4		
Comments:	<u> </u>					

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JOB KNOWLEDGE

Unsatisfactory			1	
	Marginal	Acceptable	Commendable	Outstanding
Definite lack of	Inadequate knowledge of	Has adequate	Good knowledge of	Excellent understanding
knowledge. Very little	duties. Understanding of	knowledge of duties.	duties. Well informed.	of job assignments.
understanding of job	job duties not sufficient.	Needs little additional	Occasionally needs	Requires very little
duties. Needs	job duties not sumcient.	instruction.	direction.	direction. Extremely
		iristruction.	direction.	
considerable				capable.
instructions.				
□ 0	1	□ 2		4
Comments:				
		VERSATILITY		
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding
Seems unable to learn	Learns new tasks slowly.	Neither slow nor fast.	Catches on fast. Learns	Very adaptable and
				flexible. Masters new
new tasks. Cannot	Has difficulty in	Able to perform several	new tasks easily.	
adjust from one job to	understanding and going	related tasks. Handles	Handles new	tasks easily. Handles
another. Resists	from one assignment to	new assignments with	assignments with	various assignments
change.	another.	some difficulty.	minimum amount of	without difficulty.
			difficulty.	
По	П 1	2	П 3	П 4
Comments:				
	IAU	TIATIVE/OFI E CONFIDEN	OF	
		TIATIVE/SELF CONFIDEN		0.44
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding
Never volunteers to	Marginal Needs some prodding to	Acceptable Seldom seeks new		Definitely a self-starter.
	Marginal	Acceptable	Commendable	
Never volunteers to	Marginal Needs some prodding to do work. Dislikes	Acceptable Seldom seeks new	Commendable Occasionally seeks new tasks. Works well when	Definitely a self-starter. Goes out of way to
Never volunteers to undertake work. Requires constant	Marginal Needs some prodding to do work. Dislikes responsibilities. Has	Acceptable Seldom seeks new tasks. Will accept responsibilities when	Commendable Occasionally seeks new tasks. Works well when given responsibility.	Definitely a self-starter.
Never volunteers to undertake work.	Marginal Needs some prodding to do work. Dislikes	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional	Definitely a self-starter. Goes out of way to
Never volunteers to undertake work. Requires constant prodding to do work.	Marginal Needs some prodding to do work. Dislikes responsibilities. Has very little drive.	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not go out of way.	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional suggestions.	Definitely a self-starter. Goes out of way to accept responsibility.
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Never volunteers to undertake work. Requires constant prodding to do work. O Comments: Unsatisfactory Does not cooperate.	Marginal Needs some prodding to do work. Dislikes responsibilities. Has very little drive. 1 Marginal Lacks interest in	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not go out of way. 2 VORKING RELATIONSHIPS Acceptable Assumes share of work.	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional suggestions. 3 Commendable Is responsive and	Definitely a self-starter. Goes out of way to accept responsibility. 4 Outstanding Tactful and courteous.
Never volunteers to undertake work. Requires constant prodding to do work. O Comments: Unsatisfactory Does not cooperate. Resents supervision.	Marginal Needs some prodding to do work. Dislikes responsibilities. Has very little drive. 1 Marginal Lacks interest in assignments; shows	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not go out of way. 2 VORKING RELATIONSHIPS Acceptable Assumes share of work. Usually good team	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional suggestions. 3 Commendable Is responsive and cooperates well. Always	Definitely a self-starter. Goes out of way to accept responsibility. 4 Outstanding Tactful and courteous. Very effective in dealing
Never volunteers to undertake work. Requires constant prodding to do work. O Comments: Unsatisfactory Does not cooperate. Resents supervision. Gets along poorly with	Marginal Needs some prodding to do work. Dislikes responsibilities. Has very little drive. 1 Marginal Lacks interest in	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not go out of way. 2 VORKING RELATIONSHIPS Acceptable Assumes share of work. Usually good team player. Cooperates with	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional suggestions. 3 Commendable Is responsive and cooperates well. Always ready to do his/her share	Definitely a self-starter. Goes out of way to accept responsibility. 4 Outstanding Tactful and courteous. Very effective in dealing with co-workers. Does
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Never volunteers to undertake work. Requires constant prodding to do work. O Comments: Unsatisfactory Does not cooperate. Resents supervision. Gets along poorly with other workers.	Marginal Needs some prodding to do work. Dislikes responsibilities. Has very little drive. 1 Marginal Lacks interest in assignments; shows reluctance to cooperate.	Acceptable Seldom seeks new tasks. Will accept responsibilities when necessary, but does not go out of way. 2 VORKING RELATIONSHIPS Acceptable Assumes share of work. Usually good team player. Cooperates with other workers.	Commendable Occasionally seeks new tasks. Works well when given responsibility. Makes occasional suggestions. 3 Commendable Is responsive and cooperates well. Always ready to do his/her share willingly.	Definitely a self-starter. Goes out of way to accept responsibility. 4 Outstanding Tactful and courteous. Very effective in dealing with co-workers. Does full share in department. Loyal worker.
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	OBSERVANCE OF C	<u>OMPANY GUIDELINES AND</u>	CODE OF CONDUCT			
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding		
Does not follow policies	Does not consistently	Usually follows policies	Consistently follows	Always follows policies		
and procedures.	follow policies and	and procedures.	policies and procedures.	and procedures. Takes		
Creates an unsafe or	procedures. Is	Cooperates in promoting	Actively participates in	the initiative to promote a		
insecure environment.	sometimes unsafe.	a safe, secure,	promoting a safe,	safe, secure,		
		harassment-free	secure, harassment-free	harassment-free		
		environment.	environment.	environment.		
	<u> </u>	2	3	4		
Comments:						
		EARANCE/PERSONAL HYC				
Unsatisfactory	Marginal	Acceptable	Commendable	Outstanding		
Different from the	Sometimes acceptable	Acceptable, but not	Appropriately dressed for	Professionally dressed.		
workplace norm - e.g.	for the position, and	always professional –	the position with clean	Exceeds expectations for		
clothing is dirty, wrinkled,	other times	tends toward casual	and neat clothing.	the position.		
not appropriately fitted,	unsatisfactory.	appearance, although				
too casual, too revealing;		neat and clean.				
hair and fingernails are						
unkempt.						
Comments:	<u> </u>	2	3	4		
ACHIEVED I FARNING OR IECTIVES						
	ACH	HEVED I FARNING OBJECT	TIVES			
Unsatisfactory		HIEVED LEARNING OBJECT Acceptable		Outstanding		
Unsatisfactory Did not implement steps	Marginal	Acceptable	Commendable	Outstanding Accomplished all three of		
Did not implement steps	Marginal Accomplished one of the	Acceptable Accomplished two of the	Commendable Accomplished all three of	Accomplished all three of		
	Marginal	Acceptable	Commendable			
Did not implement steps to accomplish any of the	Marginal Accomplished one of the learning objectives outlined in the Work-	Acceptable Accomplished two of the learning objectives	Commendable Accomplished all three of the learning objectives outlined in the Work-	Accomplished all three of the learning objectives		
Did not implement steps to accomplish any of the learning objectives	Marginal Accomplished one of the learning objectives	Acceptable Accomplished two of the learning objectives outlined in the Work-	Commendable Accomplished all three of the learning objectives	Accomplished all three of the learning objectives outlined in the Work-		
Did not implement steps to accomplish any of the learning objectives outlined in the Work-	Marginal Accomplished one of the learning objectives outlined in the Work-Based Learning	Acceptable Accomplished two of the learning objectives outlined in the Work-Based Learning	Commendable Accomplished all three of the learning objectives outlined in the Work-Based Learning	Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan, acquired additional skills/		
Did not implement steps to accomplish any of the learning objectives outlined in the Work- Based Learning	Marginal Accomplished one of the learning objectives outlined in the Work-Based Learning	Acceptable Accomplished two of the learning objectives outlined in the Work-Based Learning Experience Plan and	Commendable Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan and	Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan, acquired additional skills/knowledge, and		
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Did not implement steps to accomplish any of the learning objectives outlined in the Work- Based Learning	Marginal Accomplished one of the learning objectives outlined in the Work-Based Learning	Acceptable Accomplished two of the learning objectives outlined in the Work-Based Learning Experience Plan and measured the results.	Commendable Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan and	Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan, acquired additional skills/knowledge, and		
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Did not implement steps to accomplish any of the learning objectives outlined in the Work-Based Learning Experience Plan. O Comments: ADDITIONAL COMMENT	Marginal Accomplished one of the learning objectives outlined in the Work-Based Learning Experience Plan.	Acceptable Accomplished two of the learning objectives outlined in the Work-Based Learning Experience Plan and measured the results.	Commendable Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan and measured the results.	Accomplished all three of the learning objectives outlined in the Work-Based Learning Experience Plan, acquired additional skills/knowledge, and measured the results of each.		
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