

2017 TAEF FELLOWS - SUPERVISOR EVALUATION FORM

This evaluation is designed to provide feedback on job performance and related issues to assist the student.

Please answer the following questions:

General information :

Date :

1. Fellow Name :

Asma GUIZANI

2. Major :

3. Internship Site :

eXo PlatformMEA

4. Supervisor :

Boubaker Khanfir

Project Work:

1. Degree to which Fellow completed project:

- ☐ 1-Did not meet expectations
- ☒ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

2. Quality of work:

- ☐ 1-Did not meet expectations
- ☒ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

3.Had key skills necessary for the project: (name skills)

- ☐ 1-Did not meet expectations
- ☒ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments: **4. Improvement and feedback: Fellow sought feedback and worked to improve his/her work**

- ☒ 1-Did not meet expectations
- ☐ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments: **Overall Work Ethic**

5. Work ethic: (integrity, willingness to take on additional work, looks for additional ways to contribute)

- ☒ 1-Did not meet expectations
- ☐ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments: **6. Job Readiness (punctuality, professional appearance, dependability):**

- ☐ 1-Did not meet expectations
- ☐ 2-Met most expectations
- ☒ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments: **7. Interpersonal/Teamwork Skills (pleasant to work with, collaborative, works well on a team):**

- ☐ 1-Did not meet expectations
- ☒ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

Skills:

8. Oral communication skills:

- ☐ 1-Did not meet expectations
- ☐ 2-Met most expectations
- ☒ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

9. Written communication skills:

- ☐ 1-Did not meet expectations
- ☐ 2-Met most expectations
- ☒ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

10. Analytical and problem-solving skills:

- ☐ 1-Did not meet expectations
- ☒ 2-Met most expectations
- ☐ 3-Met all expectations
- ☐ 4-Exceeded expectations
- ☐ 5-Greatly exceeded expectations

Comments:

11. Computer skills:

- ☐ 1-Did not meet expectations

- ☒ 2-Met most expectations
☐ 3-Met all expectations
☐ 4-Exceeded expectations
☐ 5-Greatly exceeded expectations

Comments:

Additional Comments

Areas of excellence:

Comments:

Areas for improvement:

Comments:

Additional comments:

Comments: