

## 2020 TAEF FELLOWS - SUPERVISOR EVALUATION FORM

### Intern Performance Evaluation

An internship is a learning opportunity for students. Students should therefore receive feedback on their performance so that they can grow professionally. This form can be used to help the student learn what he or she did well and where he or she can improve. This form should be modified as appropriate. Please encourage students to have their internship site supervisor complete this evaluation. This evaluation can be done at the beginning of the internship and at the end.

Intern Student Name: \_\_\_\_\_ Fares Ghazouani \_\_\_\_\_

Company Name: Onboard \_\_\_\_\_

Supervisor: Cherif Redissi \_\_\_\_\_

**Please answer the following questions:**

### Project Work

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#### 1. Degree to which Fellow completed project:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

#### 2. Quality of work:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

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

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

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

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

### Overall Work Ethic

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

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ Meets expectations
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ **Consistently exceeded expectations**

**Comments:**

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

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ Meets expectations
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ **Consistently exceeded expectations**

Comments:

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

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ Meets expectations
- ☐ **Exceeds Expectations in Some Areas or Sometimes**
- ☐ Consistently exceeded expectations

Comments:

### Skills

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#### 8. Oral communication skills:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ Meets expectations
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ **Consistently exceeded expectations**

Comments:

### 9. Written communication skills:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ Meets expectations
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ **Consistently exceeded expectations**

**Comments:**

### 10. Analytical and problem-solving skills:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

### 11. Computer skills:

- ☐ Consistently Falls Below Expectations
- ☐ Does not meet expectations
- ☐ **Meets expectations**
- ☐ Exceeds Expectations in Some Areas or Sometimes
- ☐ Consistently exceeded expectations

**Comments:**

## **Additional Comments**

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### **Areas of excellence:**

Unprecedented commitment and work ethic. Communicates well his ideas and constantly offers feedback

### **Areas for improvement:**

Be more wary and more focused while executing some tasks whether:

- By searching for workarounds and solutions rather being stuck when issues arise
- Make sure the provided work fits with the task.

### **Additional comments :**

