



INSTRUCTION: Please rate each item below to reflect student's performance.

NAME			RATING				
			Excellent	Good	Average	Below average	Un satisfactory
REG.NO							
PROGRAMME							
No	Item	CLO*	5	4	3	2	1
A	TECHNOLOGY LITERACY (Perform hands-on tasks, usage of tools and equipment, adopt a variety of technologies, apply the knowledge gained to perform task, show development in knowledge and skills and/or think creatively and critically)	1					
B	EFFECTIVE COMMUNICATION (Ability to acquire and understand information, carry out instructions, analyze linear and non-linear information, show appropriate non-verbal communication, communicate with employees at all levels and/or have basic negotiation skills)	2					
C	TEAMWORK (Show positive personality traits, participate actively as a member of the team, carry out tasks in appropriate situations and/or build and maintain good relationships within the team)	3					
D	POLICIES, PROCEDURES AND REGULATIONS (Comply with the policies and rules of the organization, job procedures and/or safety and health regulations)	4					
E	PROFESSIONAL ETHICS (Report handed-in on time and verified by the supervisor, work independently with minimum supervision, attendance, punctuality and/or solve problems by taking the right action)	4					
F	REPORTING (Present ideas and views and/or task reporting (Reflective Journal))	5					
TOTAL							

*CLO = Course Learning Outcome. Kindly refer to Industrial Training Guideline (Industry Partner) for details.

Comments/recommendations

By 20th week of training, student must return the form (APPENDIX 1 & 2) to:

UNIT PERHUBUNGAN & LATIHAN INDUSTRI
Please refer to List of Polytechnic for completed address

fax
Please refer to List of Polytechnic

e-mail
Please refer to List of Polytechnic

To be completed by Student's Supervisor

Name :

Position :

Date :

Signature :

Company/organization stamp: