**Employer Final Evaluation**

Cooperative Education is a learning experience for students. Therefore, it is to the advantage of the students for you to evaluate their performance in a way that will help them consider where their strengths and weaknesses truly lie. Please evaluate the student on the parameters below, as compared to an entry level professional in their field.

Employer Name:

Attachment(s)

**Student Information**

Student Name(Required) \*

Student Major

**Job Information**

Job Location (City/Town):(Required) \*



Job Location (State/Province):(Required) \*



Zip/Postal Code



Country(Required) \*

Work Term:(Required) \*

Work Start Date:(Required) \*



Work End Date:(Required) \*



Work Term Number:

Number of terms that a student has worked with an employer. Ex: 2



**Supervisor Information**

Supervisor Name(Required) \*

Supervisor Title(Required) \*

Supervisor Phone(Required) \*

Supervisor Email Address(Required) \*



**TEAMWORK/LEADERSHIP SKILLS**



Working effectively with different backgrounds(Required) \*

(ages, gender, race, religion)

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Identifying the strengths of team members(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Recognizing own strengths and limitations(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Clarifying team roles(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Performing agreed upon tasks(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**COMMUNICATION SKILLS**



Listening, understanding, and speaking clearly(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Writing appropriately for different audiences(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Developing networking skills(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Proposing ideas(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Sharing information(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Understanding the needs of co-workers/supervisor(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**PROBLEM SOLVING SKILLS**



Developing innovative solutions(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Showing initiative in problem solving(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Solving problems independently(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Solving problems in teams(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Applying a range of strategies to problem solving(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Analyzing facts(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Developing a range of options(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**TECHNOLOGY SKILLS**



Develop a range of computer skills(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Using computer skills to organize data(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Willingness to learn new computer skills(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**SELF MANAGEMENT SKILLS**



Being punctual(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Meeting deadlines(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Being an honest employee(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Demonstrating resilience (working under pressure)(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Having a personal vision and goals(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Taking responsibility(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Working ethically

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Evaluating own performance(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**PLANNING & ORGANIZING SKILLS**



Establishing attainable project goals/deliverables(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Setting priorities tohelp manage time effectively(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Managing tasks (coordinating and monitoring)(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Being resourceful by taking initiative(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Reporting on progress(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Reporting on outcomes(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Making decisions(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**INITIATIVE & ENTERPRISE SKILLS**



Identify opportunities not obvious to others(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Initiating creative ideas with innovative solutions(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Translating ideas into action(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Marketing a product or service(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

**LEARNING SKILLS**



Managing own learning(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Sharing knowledge in the workplace(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Contributing to the learning community at the workplace(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Using a range of mediums to learn(Required) \*

(mentoring, peer support, networking, information technology, courses, etc.)

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Having enthusiasm for ongoing learning(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Being open to new ideas(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

Acknowledging the need to learn in order to accommodate change(Required) \*

Current Rating: No Stars No Stars 1 Star 2 Stars 3 Stars 4 Stars 5 Stars

How would you rate the student's experiential education experience overall?

How would you rate the student's experiential education experience overall? Poor
How would you rate the student's experiential education experience overall? Fair
How would you rate the student's experiential education experience overall? Good
How would you rate the student's experiential education experience overall? Very Good
How would you rate the student's experiential education experience overall? Excellent

Please give specific examples of the student's strengths and how these were exhibited on the job.



Please give specific examples of the student's areas in need of improvement and how these were exhibited on the job.



What changes, if any, would you suggest to the academic curriculum of the student's major?



Are there any significant contributions from the student this work term that you would like to note?(Required) \*



Is this the student's final work term with your organization?

Is this the student's final work term with your organization? Yes Is this the student's final work term with your organization? No

Has this report been discussed with the student?(Required) \*

Has this report been discussed with the student? Yes Has this report been discussed with the student? No