

Student

Employer

HUMAN RELATIONS:

PLEASE PLACE A \checkmark MARK IN THE APPROPRIATE COLUMNS, BELOW:

Mendocino College Cooperative Work Experience Education Employer's Evaluation Form

9.5

Always:

10

of Learning Objectives Being Evaluated

6

Infrequently

5

N/A

Usually: 7

Semester

With few

exceptions: 8

| Met all expectations, exceeded most key expectations LO #1 LO #5 Comments: | LO #2 LO #6 | | |) #3) #7 | | | | LO #4 LO #8 | | | |
|---|---|---------------|--------------------------|--------------|-----------------------|-----------------------------|------------|----------------|-------------------------|-------------|--|
| exceeded most key expectations LO #1 LO #5 | LO #2 | | | | | | | | | | |
| exceeded most key expectations LO #1 | LO #2 | | | | | | | | | | |
| exceeded most key expectations | LO #2 | | | | | | | | | | |
| exceeded most key expectations | | | ı | | | | | | | | |
| exceeded most key | expectations | | | | | | | | | | |
| | | | | | | | | | | | |
| Met all expectations, | exceeded some key | | met all key expectations | | | only a few key expectations | | | met no key expectations | | |
| | Met all expectations; | - | Met most expectations; | | Met many expectations | | | - | | | |
| Excellent: 9-10 | Very Good: 8-8.5 | Accepta | Acceptable: 7-7.5 | | Below Standard: 6- | | | 6.5 | Unacceptable | ptable: 0-5 | |
| Learning Objectives do | ocuments (the student n | nay have anyw | here fro | m 1 to | 8 Learnir | ng Ol | ojectives) | | | | |
| _ | e to score this student's | | - | - | _ | - | | ease re | fer to the attach | ned | |
| LEARNING OBJECTIV | /ES (75% of total evalua | ation score) | | | | | | | | | |
| | | | _1 | | | | | <u> </u> | | 1 | |
| meets dedunines | | | + | | | | | | | | |
| Meets deadlines | | | | | | | | | | | |
| Works all scheduled shifts | | | + | | | | | | | | |
| Arrives at work and leaves when scheduled | | | - | | | | | | | | |
| DEPENDABILITY: | | У | | | | | | | | | |
| Uses tools and equipment accurately and effectively | | ly | + | | | | | | | | |
| Does a thorough job Performs tasks and skills accurately | | | - | | | | | | | | |
| Manages/organizes tasks effectively | | | + | | | | | | | | |
| Manages/organizes time effectively | | | - | | | | | | | | |
| Strives for improvement | | | | | | | | | | <u> </u> | |
| Understands job requirements | | | | | | | | | | <u> </u> | |
| WORKMANSHIP AN | | | | | | | | | | | |
| | ticism in a respectful manr | ıer | | | | | | | | | |
| | ns and helpful suggestions | | | | | | | | | <u> </u> | |
| Accepts feedback non-de | • | | | | | | | | | | |
| Effectively works indepe | | | | | | | | | | | |
| Shows initiative | | | | | | | - | | | | |
| Takes responsibility for o | own actions | | | | | | | | | | |
| Uses mature judgment | | | | | | | | | | | |
| ATTITUDE: | | | | | | | | | | | |
| Solicits feedback to impr | · | | | | | | | | | | |
| Communicates effective | | | | | | | | | | | |
| Communicates effectivel | | | | | | | | | | | |
| | Is courteous and helpful to customers/clients | | 1 | | | | | | | | |
| Is courteous and helpful | | ibei | | | | | | | | | |
| Is friendly and helpful to Is courteous and helpful | l offactivaly as a toam man | nhor | | | 9 | | | | | | |
| • | | | | exce | ptions: | 8 | | 6 | 5 | | |