UNIVERSITAT JAUME·I

CAREERS SERVICE

Placement assessment questionnaire to be filled in by the supervisor*

A. GENERAL INFORMATION

Name of the student: :.....

Degree/course: .....Placement length (hours):.....

Company/Organisation: .....

Area/Activity: ....

Supervisor(s):.....Post/Department:.....

Activities carried out: .....

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Placement starting/finish date: .....

B. COMPLIANCE WITH DUTIES

Please use this scale:

1 2 3 4 5

Total dissatisfaction Total satisfaction

	1	2	3	4	5
Punctuality					
Attendance					
Compliance with work plan/ tasks/project					

C. KNOWLEDGE/PERFORMANCE

Please use this scale: 1 2 3 4 5

Very defficient Very high

	1	2	3	4	5
Complexity of the work carried out					
Quality in the performance of tasks					
Mastering of necessary tools, methods					
Theoretical knowledge					

Observations:

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* To be filled in and sent to the student's tutor by the supervisor.

D. ATTITUDES

Please use this scale: 1 2 3 4 5
Total dissatisfaction Total satisfaction

	1	2	3	4	5
Integration in the company					
Capacity for teamwork					
Motivation					
Initiative					
Willingness to learn					

Observations:

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E. FINAL ASSESSMENT

In general terms, and considering the previous sections, please assess the student's placement.

Please use this scale: 1 2 3 4 5
Total dissatisfaction Total satisfaction

Please briefly comment on the reasons for your mark:

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Date, supervisor's signature and organisation's stamp

* To be filled in and sent to the student's tutor by the supervisor.