

(SAMPLE)
Work-Based Learning Evaluation Report

Student _____ Supervisor/Mentor _____

Job Title _____ Agency _____

Directions: Evaluate the personal qualities below for your student. Rate the student's performance by using the numerical key below to mark the appropriate space. List the specific job tasks that are performed by the student each grading period. Your report will be used in determining a grade and for counseling the trainee. Careful attention should be given so as to present a true picture of your trainee's work and progress each grading period.

Personal Qualities/Job Tasks Key: Excellent (9-10) Good (6-8) Fair (3-5) Poor (1-2) Unacceptable (0)

Rating of Trainee for Year _____ - _____						
Nebraska Career Readiness Standards	Grading Period					
	1	2	3	4	5	6
Applies appropriate academic and technical skills						
Communicates effectively and appropriately						
Contributes to employer and community success						
Makes sense of problems and perseveres in solving them						
Uses critical thinking						
Demonstrate innovation and creativity						
Models ethical leadership and effective management						
Works productively in teams and demonstrates cultural competency						
Utilizes technology						
Manages personal career development						
Attends to personal and financial well-being						
Progressive Job Tasks <i>(List specific job tasks performed from Training Plan.)</i>	Grading Period					
	1	2	3	4	5	6
TOTAL (Personal Qualities + Job Tasks)						
Average: Total ÷ Total Possible Points						

Evaluator's Signature: _____ Date: _____