# New Media Communications
## Campus Media Practicum Evaluation

**Please Submit To:** Bill Loges, Bill.loges@oregonstate.edu

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<thead>
<tr>
<th>Date</th>
<th>Student Name</th>
<th>OSU ID</th>
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<tr>
<th>Company Name</th>
<th>Company Address</th>
<th>Company Phone Number</th>
<th>Immediate Supervisor</th>
<th>Supervisor email</th>
<th>Number of hours worked per week</th>
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### Knowledge of the Job
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider the extent of the knowledge of the present job; knowing what to do and why.*

Comments

### Quality of Work
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider ability to turn out work which meets high quality standards. Consider accuracy and neatness of work, regardless of volume.*

Comments

### Quantity of Work
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider the volume of work produced under normal conditions. Is the required volume produced on each task? Have quantity standards for the job been met?*

Comments

### Attendance & Punctuality
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider frequency of absences and tardiness.*

Comments

### Attitude
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider attitude toward work, company associates, and willingness to work with and for others. Does the student pitch in when needed?*

Comments

### Judgment
- Exceptional
- Superior
- Average
- Inferior
- Unsatisfactory

*Consider ability to make decisions and to utilize working time to best advantage. Was work planned logically to get*
accomplished in the best possible manner? Were facts obtained before making decisions? Was advice sought when needed?

Comments______________________________________________________________

Reliability:  _____Exceptional  _____Superior  _____Average  _____Inferior  _____Unsatisfactory

Consider ability to get work out under pressure and follow-through to completion, dependability to complete assignments satisfactorily and on schedule, meeting peak loads and retaining composure under pressure.

Comments______________________________________________________________

Flexibility & Adaptability:  _____Exceptional  _____Superior  _____Average  _____Inferior  _____Unsatisfactory

Consider the speed of learning, the amount of instruction required to teach new duties, adaptability to new conditions, confidence in learning ability and willingness.

Comments______________________________________________________________

Personal Characteristics:  _____Exceptional  _____Superior  _____Average  _____Inferior  _____Unsatisfactory

Consider appearance, personality, integrity, demonstration of ability to properly represent the company on the telephone and in person and appearance of work space.

Comments______________________________________________________________

Professional Growth:  _____Exceptional  _____Superior  _____Average  _____Inferior  _____Unsatisfactory

Consider amount of growth during work experience and recommend areas for further growth. Please list specific skills this student has learned at this work site.

Comments______________________________________________________________

Composite Rating:  _____Exceptional  _____Superior  _____Average  _____Inferior  _____Unsatisfactory

Overall performance level.

Comments______________________________________________________________

Would you recommend this student for future employment in your own or another firm?

______________________________________________________________

Immediate Supervisor Signature: _________________________________________ Date: ____________

Please return to New Media Communications, 030 Snell Hall, Oregon State University, Corvallis, OR 97331