Tennessee TECH

Employer's Evaluation of Co-op Student (Computer Science)

Student _____ Work Period _____

Employer_____ Date _____

Instructions: The immediate supervisor will evaluate the student objectively, comparing him/her with other students of comparable academic level, with other personnel assigned the same or similarly classified jobs, or with individual standards.

ATTITUDE	ABILITY TO LEARN	DEPENDABILITY
☐ Outstanding in enthusiasm	☐ Learned work exceptionally well	☐ Completely dependable
☐ Very interested and industrious	☐ Learned work readily	☐ Above average in dependability
☐ Average in diligence and interest	☐ Average in understanding work	☐ Usually dependable
☐ Somewhat indifferent	☐ Rather slow in learning	☐ Sometimes neglectful or careless
☐ Definitely not interested	☐ Very slow to learn	☐ Unreliable

INITIATIVE	QUALITY OF WORK	RELATIONS WITH OTHERS
☐ Proceeds well on his/her own	☐ Excellent	☐ Exceptionally well accepted
☐ Goes ahead independently at times	☐ Very Good	☐ Works well with others
☐ Does all assigned work	☐ Average	☐ Gets along satisfactorily
☐ Hesitates	☐ Below Average	☐ Has difficulty working with others
☐ Must be pushed frequently	☐ Very Poor	☐ Works very poorly with others

MATURITY—POISE	QUANTITY OF WORK	JUDGMENT
☐ Quite poised and confident	☐ Unusually high output	☐ Exceptionally mature in judgment
☐ Has good self-assurance	☐ More than average	☐ Above average decision-making
☐ Average maturity and pose	☐ Normal amount	☐ Usually makes the right decision
☐ Seldom asserts himself/herself	☐ Below Average	☐ Often uses poor judgment
☐ Timid ☐ Brash	☐ Low output, slow	☐ Consistently uses bad judgment

ATTENDANCE ☐ Regular ☐ Irregular **PUNCTUALITY** ☐ Regular ☐ Irregular

OVERALL PERFORMANCE	Outstanding	Very Good	Average	Marginal	Unsatisfactory	This report has been discussed with the student	☐ Yes ☐ No
	☐	☐	☐	☐	☐		

What traits may help/hinder the student's advancement?

Additional remarks:

Student
Signature _____   Supervisor
Signature _____

See back side. ➡

College of Engineering - Tennessee Technological University
CO-OP EMPLOYER SURVEY

Student's major: **Computer Science**

Please indicate "workplace" skills that your company considers important for newly hired engineers. A "workplace" skill is an ability that may not be part of the engineering curriculum.

Your response to the following questions will aid in the assessment of your experience with, and knowledge of, the cooperative education student majoring in one of the academic departments in the College of Engineering at Tennessee Technological University.

Comment on the above "workplace" skills of the student during their co-op employment by indicating your level of agreement with each of the following statements (A response marked "Unknown" indicates that you do not have sufficient information for an opinion).	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Unknown
Demonstrates "workplace" skills identified above in daily tasks and projects	☐	☐	☐	☐	☐	☐
Establishes goals, plans tasks, meets objectives	☐	☐	☐	☐	☐	☐
Displays an ability to analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions	☐	☐	☐	☐	☐	☐
Displays an ability to design, implement, and evaluate a computing-based solution to meet a given set of computing requirements	☐	☐	☐	☐	☐	☐
Recognizes professional responsibilities and makes informed judgements in computing practice based on legal and ethical principles	☐	☐	☐	☐	☐	☐
Applies computer science theory and software development fundamentals to produce computing-based solutions	☐	☐	☐	☐	☐	☐

Your response to the following additional questions will aid in the assessment of various general skills, aptitudes and attitudes that the undergraduate curriculum is designed to develop in our students.

Indicate your level of agreement with each of the statements below (Unknown indicates that you do not have sufficient information for an opinion).	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Unknown
Works effectively with other employees	☐	☐	☐	☐	☐	☐
Demonstrates a commitment to professional development	☐	☐	☐	☐	☐	☐
Produces effective written communications in a variety of professional contexts	☐	☐	☐	☐	☐	☐
Demonstrates effective oral communications in a variety of professional contexts	☐	☐	☐	☐	☐	☐
Functions effectively as a member of a leader or team	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐
	☐	☐	☐	☐	☐	☐

College of Engineering - Tennessee Technological University

CO-OP EMPLOYER SURVEY

Please indicate below and respond accordingly regarding the following career competencies of the student, during their co-op employment, by indicating your level of agreement with each of the following statements (A response marked "Unknown" indicates you do not have sufficient information to form an opinion).

Student Name: _____ Employer: _____

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Unknown
Career & Self-Development Student exhibits awareness of their strengths and weaknesses, navigation of career opportunities, and ability to network to build relationships within your organization.						
Communication Student can clearly and effectively exchange information, ideas, facts and perspectives with persons inside and outside of your organization.						
Critical Thinking Student can identify and respond to needs based upon an understanding of situational context and logistical analysis of relevant information.						
Equity & Inclusion Student has the ability to demonstrate awareness, attitude, knowledge, and skills required to equitably engage and include people from different local and global cultures within your organization.						
Leadership Student recognizes and capitalizes on personal and team strengths to achieve organizational goals.						
Professionalism Student has the ability to know work environments differ greatly, understand and demonstrate effective work habits, and act in the interest of the larger community and workplace.						
Teamwork Student can build and maintain collaborative relationships to work effectively toward common goals, while appreciating diverse viewpoints and shared responsibilities.						
Technology Student understands and leverages technology ethically to enhance efficiencies, complete tasks, and accomplish goals within the organization.						