



INSTRUCTION: Please rate each item below to reflect student's performance.

NAME		RATING					
		Excellent	Good	Average	Below average	Un satisfactory	
REG.NO							
PROGRAMME							
No	Item	CLO*	5	4	3	2	1
A	TECHNOLOGY LITERACY <i>(Perform hands-on tasks, usage of tools and equipment, adopt a variety of technologies, apply the knowledge gained to perform task, show development in knowledge and skills and/or think creatively and critically)</i>	1					
B	EFFECTIVE COMMUNICATION <i>(Ability to acquire and understand information, carry out instructions, analyze linear and non-linear information, show appropriate non-verbal communication, communicate with employees at all levels and/or have basic negotiation skills)</i>	2					
C	TEAMWORK <i>(Show positive personality traits, participate actively as a member of the team, carry out tasks in appropriate situations and/or build and maintain good relationships within the team)</i>	3					
D	POLICIES, PROCEDURES AND REGULATIONS <i>(Comply with the policies and rules of the organization, job procedures and/or safety and health regulations)</i>	4					
E	PROFESSIONAL ETHICS <i>(Report handed-in on time and verified by the supervisor, work independently with minimum supervision, attendance, punctuality and/or solve problems by taking the right action)</i>	5					
F	REPORTING <i>(Present ideas and views and/or task reporting (Reflective Journal))</i>	5					
TOTAL							

*CLO = Course Learning Outcome. Kindly refer to Industrial Training Guideline (Industry Partner) for details.

Comments/recommendations

By 20th week of training, student must return the form (APPENDIX 1 & 2) to:

UNIT PERHUBUNGAN & LATIHAN INDUSTRI
Politeknik Tuanku Sultanah Bahiyah
Kulim Hi-Tech Park
09000 Kulim
Kedah Darul Aman

fax
04-403 2919
04- 403 3033

e-mail
upli@ptsb.edu.my

To be completed by Student's Supervisor

Name :

Position :

Date :

Signature :

Company/organization stamp: