Kingdom of Saudi Arabia
Ministry of Higher Education
University of Hail
College of Computer Science and Engineering
Coop Education Office

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المملكة العربية السعودية
وزارة التعليم العالي
جامعة حائل
كلية علوم و هندسة الحاسب الآلي
إدارة التدريب التعاوني

EMPLOYER MIDPOINT INTERNSHIP EVALUATION

(التقييم النصفي)

Name of Intern:	UOH ID
Name of Employer:	
Name of Faculty Advisor:	
Academic Department	

Instructions:

This form must be completed by the onsite supervisor during the **week 14**. **The evaluation should be sent to the COOP Director and to the Faculty Advisor at the same time**. It must be faxed to (966) 5358368 or emailed to coop-ccse@uoh.edu.sa no later than the Sunday of the **week 15**. The evaluation is used to determine the overall performance of the intern since the start of his internship. (هذا النموذج يجب ان يعبئ ويرسل خلال الاسبوع ال14 للمشرف الاكاديمي وادارة التدريب)

Thank you for your interest in our students and for participating in preparing them to meet the challenges of the world outside the classroom.

Section A: Student's Job Title:

Briefly describe the student's activities and responsibilities below:
(من فضلك باختصار اوصف لنا نشاطات ومسؤوليات الطالب)

Section B: Intern's General Performance:

Performance Category/Criteria Please check (√) the appropriate box.	A Excellent (10.00)	B Above Average (07.50)	C Average (05.00)	D Below Average (02.50)	E Poor (00.00)
1. Professional Behavior:					
Professional appearance (e.g., neatness, appropriate dress)					
Seeks responsibility (البحث واجادة المسؤوليات)					
Demonstrates initiative (توضيح الحافزية للعمل)					
Dependability (قابل للاعتماد عليه)					
Accepts direction and constructive criticism (قبول التوجيهات)					
Ability to work independently (القدرة على العمل بشكل مستقل)					
Motivation (الحماس والدافعية للعمل)					
Resourcefulness (استخدام المصادر المتاحة وابتكارها)					
Offers opinions and suggestions (اعطاء اقتراحات)					
2. Professional Relations:					
Interpersonal Behavior (e.g., Rapport with staff , co-workers, volunteers) (المهارات الشخصية)					
Interaction with public(التفاعل مع الجمهور)					
Adaptability (e.g., adjusts plans/actions according to situation) (القدرة على التكيف)					
3. Professional Performance:					
Planning and organizing work schedule (e.g., time management)(التخطيط)					
Judgment (القدرة على الحكم الصحيح)					
Problem solving skills(مهارات حل المشاكل)					
Task accomplishment(انهاء الوظائف)					
Oral communication(الاتصال الشفهي)					
Written communication(الاتصال الكتابي)					
Evaluation, self improvement (التقييم الذاتي)					
Leadership ability(القابلية للقيادة)					
Creativity(الابداع)					
Quantity of work(كمية العمل)					
Quality of work(جودة العمل)					
4. Professional Knowledge:					
Understanding of Employer's goals and operations(فهم الاهداف)					
Reflection and Integration from Prior Learning					
Knowledge of field(المعرفة بحقل العمل)					
n_i (i = A, B, C, D, E) (To be determined by Faculty Advisor)					

$$\textit{Overall Mark} = \frac{10.0\,n_A + 7.5\,n_B + 5.0\,n_C + 2.5\,n_D + 0\,n_E}{N = \sum n_i = 25} = \quad /10$$

(To be determined by Faculty Advisor)

SIGNATURES (التواقيع)

_____ ____ /____/ 20____

Site Supervisor (المشرف الميداني) *Date*

EMPLOYER STAMP(الختم الخاص بالشركة)

Please return to the Faculty Advisor and COOP Director upon completion. Thank you.

_____ ____ /____ /20____

Faculty Advisor(المشرف الاكاديمي) *Date Received*