# Interim assessment by the work placement tutor

Halfway the work placement period, an interim evaluation is planned, together with the work placement supervisor. You can preferable fill in together with the supervisor from NMCT. This document has 2 pages.

## Directions for scoring

Ask yourself the question, when assigning any partial score, to what extent the student has achieved the assessed competence. A good work placement deserves a normal score of 12 or 13. A score of 14 or more is applicable when a student can distinguish himself on several criteria..

|  |  |
| --- | --- |
| Competence management of every partial score | Score on 20 |
| The trainee masters the competence(s) to an exceptionally high extent | 16 + |
| The trainee masters the competence(s) to such extent that he/she distinguishes  himself/herself | 14 - 15 |
| The trainee masters the competence(s) well and smoothly | 12 - 13 |
| The trainee has achieved the competence(s) to an extent that enables him/her to function  to a sufficient extent on the labour market. | 10 - 11 |
| The trainee has not yet achieved the competence(s) to a sufficient extent in order to  function on the labour market | 7 - 9 |
| The trainee has not at all achieved the competence(s) to a sufficient extent | 0 - 6 |

### Key focus:

* Give examples if you note a score below 10 or above 15.
* Context where the trainee is working is important to be able to assess a specific competence.

|  |  |
| --- | --- |
| Competence present in the company or department or projectteam | Notation |
| The competence is not in the company or the trainee make not part of it | NA |
| The competence is hardly available in the company (10%) | few |
| At least 1 time in the week the competence is available in the company | typical |
| The competence is a daily need in the company. | strong |

### Inspirational questions supporting the competence list

Does the student adopt a positive work attitude? Does the student strictly follow the working hours and the agreements made? Does he make sufficient effort during the working hours, or does he maybe deliver extra efforts after the working hours? Are you astonished by the passion of the student or are you disappointed by it? Does the students keep the middle course when solving problems independently? Does the student make suggestions to even improve the project? In the end, does the student respect the agreements made or does he steer the project as it pleases him? Is there a smooth cooperation and communication with you, the colleagues and the customer? Is the student capable of estimating his proper timing well and does he follow the planning, agreements and deadlines?

Realisation by the student (status of the project). How did the run-in period in the assignment go? Could the student understand and analyse the given assignment well and could he run in smoothly in the existing environment(s) (if applicable)? Does the student have sufficient technical knowledge himself during the elaboration? Does he quickly master possible new techniques?

You can either fill the form on the back or online on [http://bit.ly/internshipformNMCT](http://bit.ly/internshipform)

|  |  |
| --- | --- |
| Identification | Date: |
| Trainee: | Tutor: |
| Organisation: | NMCT supervisor: |

|  |  |  |
| --- | --- | --- |
| Competence list: | Score student  (0-20) | Is in the company:  NA/ few/ typical/strong |
| **Project management**: Understands and supports the entire project management lifecycle with co-responsibility for the final product.  [OLR01] |  |  |
| **Data management:** Analyses, programs and integrate backend services  for management of data of an application.  [OLR02] |  |  |
| **Frontend:** Analyses, programs and integrate the frontend of an application.  [OLR03] |  |  |
| **Embedded software:** Analyses, programs and integrate embedded  software of a product for an application.  [OLR04] |  |  |
| **User experience:** Analyses, designs and integrate in a creative way  the user experience of an application.  [OLR05] |  |  |
| **Network:** Analyses, configures and integrate independently  a computer network for an application.   [OLR06] |  |  |
| **Device:** Analyses, configures and integrate goal oriented  a diverse set of devices for an application.  [OLR07] |  |  |
| **Entrepreneurship:** Takes initiative and has entrepreneurial behaviour.  [OLR10] |  |  |
| **Teamwork:** Cooperates constructively in a team.  [OLR11] |  |  |
| **Communication:** Communicates profession-aimed and professionally in the several phases of the project, both with specialists and with laymen.  [OLR12] |  |  |

**Formulate at least 1 point to be worked on for the student**