# Internship Review

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of student | St. Nr. | Course code | EC | Date |
| text | text | text | text | text |

|  |  |  |
| --- | --- | --- |
| Title of report | Company / Research Group of internship | Direct supervisor of Company / Research Group |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

**Colloquium**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Aspect | Mark | Comments |
| Was the presentation adequately structured? | Structure | Grade | Click or tap here to enter text. |
| Was the presentation audible and lively presented, making use of adequate audiovisual aids? | Presentation skills | Grade | Click or tap here to enter text. |
| What was the general impression of the presentation? Did the presentation provide a sufficient impression of the work? Did the  presenter stick to the allotted time (20-25 minutes)? | Overall impression | Grade | Click or tap here to enter text. |

**Internship Report Content**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Aspect | Grade | Comments |
| Does the title of the report reflect the topic sufficiently and clearly? | Title | Grade | Click or tap here to enter text. |
| Does the abstract contain a sufficient summary of the work? | Abstract | Grade | Click or tap here to enter text. |
| Does the introduction present the importance of the topic and position it based on recent literature? | Relevance | Grade | Click or tap here to enter text. |
| Does the introduction present a clear objective? | Objective | Grade | Click or tap here to enter text. |
| Is the processing of information original and technically correct? | Processing & Innovativeness | Grade | Click or tap here to enter text. |
| Is the analysis clear and is the discussion original and technically correct? | Analysis & Discussion | Grade | Click or tap here to enter text. |
| Does the report cover the relevant topics adequately? | Completeness | Grade | Click or tap here to enter text. |
| Are the conclusions sound and justifiable? | Conclusion | Grade | Click or tap here to enter text. |
| Does the report evaluate the societal and ethical effects of the work? | Societal & ethical aspects | Grade | Click or tap here to enter text. |

**Internship Report Organization & Clarity in Writing**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Aspect | Grade | Comments |
| Is the content of the report properly organized (chapters, sections)? including: title page, abstract, nomenclature, introduction, methods, results, discussion, conclusion, page numbering | Organization | Grade | Click or tap here to enter text. |
| Is the presentation clear to readers familiar  with the field? | Presentation | Grade | Click or tap here to enter text. |
| Is the report free of the typographical and grammatical errors? | English | Grade | Click or tap here to enter text. |
| Is the acknowledgement of the work of others by references and citations done properly? | Bibliography | Grade | Click or tap here to enter text. |
| Are the figures and tables all necessary and acceptable? Are all figures and tables  readable independently of the body text and referred to in the body text? | Illustrations & Tables | Grade | Click or tap here to enter text. |
| Are all equations clear and symbols explicitly described? Is the notation consistent with the  common literature? | Equations & Nomenclature |  |  |

**Internship Process**

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Aspect | Grade | Comments |
| Was the student able to deal with the responsibilities associated with the work? | Reliability | Grade | Click or tap here to enter text. |
| Did the student show his/her motivation  /interest/ enthusiasm? | Motivation | Grade | Click or tap here to enter text. |
| Degree of supervision required by the student | Initiative | Grade | Click or tap here to enter text. |
| Was the student productive? Did he/she  work in an accurate and structured way? | Time  management | Grade | Click or tap here to enter text. |
| Did the student show good engineering skills? (experimental, computational) | Engineering skills | Grade | Click or tap here to enter text. |
| Was the student creative? | Creativity | Grade | Click or tap here to enter text. |
| Did the student show good critical thinking skills? | Critical thinking | Grade | Click or tap here to enter text. |
| Was the student competent in working in a  multidisciplinary environment? | Team work &  communication | Grade | Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
| Name and signature of reviewer | Grade of reviewer | Final Grade |
| Click or tap here to enter text. | Grade | PASS  FAIL |

Notice that grades for each aspect are given in the scale from 1.0 to 10.0. Where 1.0 is very poor, 6.0 is satisfactory and 10.0 is excellent. The final grade will be converted to Pass or Fail.