

## Appendix E

### Internship Evaluation Form- completed by SUPERVISOR via online survey

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Organization hosting the internship:

Name of Intern:

Dates of Internship:

I. What were your roles related to supervising the intern?

II. What were the intern's duties? How were these duties communicated to the intern?

III. How did you locate your intern?

IV. Why was this person selected?

V. Would you want to work with this intern again?

VI. Please rate your intern on a scale of 1 to 5, with 1 being very weak and 5 being very strong, for the following criteria:

	Very Weak				Very Strong
Focus on learning	1	2	3	4	5
Practical	1	2	3	4	5
Helpful	1	2	3	4	5
Appropriate academic training	1	2	3	4	5
Positive attitude	1	2	3	4	5
Professional	1	2	3	4	5
Productive	1	2	3	4	5

VII. Please rate your level of achievement on the following student learning outcomes in this internship on a scale of 1 to 5, with 1 being very weak and 5 being very strong.

	Very Weak				Very Strong
—Demonstrated competence in one or more areas of ag or environmental studies (i.e. animal science, environment, etc.)	1	2	3	4	5
—Demonstrated and applied excellent written, verbal, listening, listening and visual communication skills	1	2	3	4	5
—Used and evaluated technologies that enhanced the communications process	1	2	3	4	5
—Applied ethical practices in daily work and recognized media and corporate rolls and responsibilities in society	1	2	3	4	5
—Valued diversity	1	2	3	4	5
—Employed communication methods and theory to create strategic communication initiatives	1	2	3	4	5

VIII. Have you employed other interns? If yes, please compare this intern to the others that you have had in terms of the quality of his/her work and general attitude.

IX. Would you consider hiring other K-State students for this internship? If so, would you like our assistance in advertising your internship to our students? If not, please explain.

X. What kind of recommendation would you give this student? Please explain.

XI. Is there anything else you would like to tell us about the intern?

You will receive this survey via email near the end of the student's internship. Please complete it no later than the last day of class for the academic term. Direct questions to Jason Ellis, 305 Umberger Hall, Manhattan, KS 66506; jdellis@ksu.edu or 785-532-5804.