

CMPE/CMSE/AING/BLGM 400 - Summer Training Evaluation Form

Student No.	
Name & Surname	
Evaluation Date	
Start-End Dates of Summer Training	

Evaluator	
Signature	

Evaluation of Report (please place tick)	Accept	Rewrite
Organization and Format (Cover page, Acknowledgement, Table of Contents, List of Figures, (List of Tables....))		
Abstract (Summarize the work carried out in the 8 weeks of summer internship. State the scope and principal objectives of the work to be done, describe the methods employed, summarize the results and state the principal conclusions. (200 to 300 words))		
Keywords (List 5 keywords related to the subject area of the work done.)		
Introduction (Section 1) (State what is the project/problem(s) you undertook during your summer practice. Define the purpose and the scope of the project/problem(s). Summarize your contributions. Outline the report.)		
Company Overview (Section 2) (Give a detailed description of the company including: Its line of business (what does it do?), its history (when it was founded etc.), how many employees it has, how many computer scientists/engineers it has, what kind of hardware/software the company uses, address and contact person of the company.)		
Objectives/Problem Definition (Section 3) (Explain clearly and explicitly the objectives of the project/work done. What problem did they give you to solve?)		

Evaluation of Report (cont.)	Accept	Rewrite
Work Done and Methodology Applied (Section 4) (Explain how you solved the problem that you defined previously. Provide the design methodology, flowcharts, algorithms, calculation, and codes that are used in the solution process. This is the main part of your report.)		
Results and Discussions (Section 5) (Provide the data and results obtained using tables and figures. Each Figure and Table should have a caption. Data analysis and interpretation of the results should be provided. Improvements achieved should be mentioned. Improvements may be in the form of low cost technology, better facilities, etc. Limitations of the project or the work done can also be discussed in this section.)		
New knowledge gained through the experience (Section 6) (to be used in assessing the achievement level of student outcome 7 of ABET: "an ability to acquire and apply new knowledge as needed, using appropriate learning strategies".) (Answer each question below in a paragraph. What new knowledge did you learn in your summer training? How did you use the new knowledge? What strategies did you use in learning the new knowledge?)		
Conclusions (Section 7) (From the work carried out and results obtained, specific conclusions should be drawn. Give a summary of what you have done, the benefits of the work done, and the explicit achievements. Discuss how this summer practice work will contribute to your academic studies and your future career.)		
References (Section 8) (List the references that you have used in preparing the report.)		
Appendix (Section 9) (You may include in this section instructions for installing the system, code, and other relevant material.)		

	Accept	Reject
Compatibility of the work done with the Logbook (reject implies FAILURE of the summer training!)		

	Excellent	Good	Fair	Poor
Supervisor Evaluation (at the workplace)				

Notes:

Overall Result (please place tick)

Success	Failure	Conditional Success – rewrite report

Rubrics for life-long learning

Criterion	4	3	2	1
Realization of the need for lifelong learning	The student is fully aware of the need for lifelong learning	The student is somewhat aware of the need for lifelong learning	The student is mostly unaware of the need for lifelong learning	The student has no awareness of the need for lifelong learning
Realistic plans and intention for lifelong learning	The student has realistic plans and intention to continue the learning process once school is finished	The student has some realistic plans and intention to continue the learning process once school is finished	The student has almost no realistic plans or intention to continue the learning process once school is finished	The student has no plans or intention to continue the learning process once school is finished
Demonstration of the ability to engage in lifelong learning	The student has demonstrated that he/she has learned significant amount of new material outside of coursework	The student has demonstrated that he/she has learned substantial amount of new material outside of coursework	The student has demonstrated that he/she has learned some new material outside of coursework	The student has not been able to demonstrate at all that he/she has learned significant new material outside of coursework

Evaluation of the response for outcome (i) “Lifelong learning” (Section 6 of the report)

Criterion	Grade 1 to 4
Realization of the need for lifelong learning	
Realistic plans and intention for lifelong learning	
Demonstration of the ability to engage in lifelong learning	