

End-of-Quarter Evaluation of _____

1. Internship Site _____

2. Name of Site Supervisor _____

Phone _____ Email _____

3. Please rate the quality of the Intern's performance. Circle one response for each item listed below.

Writing skills	poor	fair	good	very good	excellent
Technology skills	poor	fair	good	very good	excellent
Reliability	poor	fair	good	very good	excellent
Following directions	poor	fair	good	very good	excellent
Accepting input	poor	fair	good	very good	excellent
Flexibility/resourcefulness	poor	fair	good	very good	excellent
Interacting with others	poor	fair	good	very good	excellent

4. What are the Intern's greatest strengths?

5. How did the Intern improve throughout the quarter?

6. What other comments would you like to make about the Intern or the program?

7. Please rate the Intern's overall performance: satisfactory unsatisfactory

Please return this form to Professor Trish Houston, Coordinator, Writing Minor, Center for the Study and Teaching of Writing, 419 Mendenhall Lab, 125 South Oval Mall, Columbus, OH 43210, (614) 688-4652. Fax to 292-9244 or e-mail to houston.61@osu.edu.