



## Co-operative Education Evaluation of Work Term Report

STUDENT ID NUMBER

STUDENT NAME

WORK TERM SEMESTER

WORK TERM NUMBER

EVALUATED BY

MAJOR

EMPLOYER

TITLE OF REPORT

OVERALL EVALUATION GRADE  
(OUT, VG, G, SAT, UNSAT) \*

QUALITY OF CONTENTS	OUT	VG	GOOD	SAT	UNSAT	N/A	COMMENTS
Suitability of Topic							
Description of Information							
Analysis of Information							
Evaluation of Information							
Innovative Aspects							
Balance of Contents							
Literature Search							
Overall Impression							

QUALITY OF PRESENTATION	OUT	VG	GOOD	SAT	UNSAT	N/A	COMMENTS
Clarity							
Maturity of Style							
Grammar and Spelling							
Layout							
Overall Impression							

**EVALUATOR'S COMMENTS:**

\* EVALUATION GRADE CODES:

OUT – OUTSTANDING

VG – VERY GOOD

G – GOOD

SAT – SATISFACTORY

UNSAT – UNSATISFACTORY (RESUBMIT)

## STRUCTURAL CHECKLIST & COMMENTS

STRUCTURE	PRESENT	ABSENT	N/A	COMMENTS
Front Cover				
Letter of Submittal				
Title Page				
Abstract/Summary				
Table of Contents				
List of Tables				
List of Illustrations				
Introduction				
Main Body:    a) Methods *				
b) Results *				
c) Discussion *				
Conclusions				
Recommendations				
Acknowledgements				
References				
Bibliography				
Appendix				
Employer Evaluation Form				

\* Alternate format may be appropriate

### EVALUATOR'S COMMENTS: (CONT'D)