

INSTRUCTION: Please rate each item below to reflect student's performance.

NAME		REG. NO		PROGRAMME		RATING				
						Excellent	Good	Average	Below average	Unsatisfactory
No	Item	CLO	5	4	3	2	1			
A EFFECTIVE COMMUNICATION		2								
1	Access information in the form of verbal and written communication									
2	Show appropriate non-verbal communication									
B POLICIES, PROCEDURES AND REGULATIONS		4								
1	Comply with the rules of the organization									
2	Understand the job procedures									
3	Health and safety awareness									
C PROFESSIONAL ETHICS		4								
1	Report handed-in on time and Verified by the supervisor									
2	Perform task in various situations									
3	Responsible behavior									
4	Accountability and integrity									
5	Ethics and protocols									
6	Time management									
7	Awareness of current issues									
D REPORTING		5								
1	The reflective journal report is written accordingly to the undertaken activities									
2	The reflective journal is updated daily									
3	The Reflective journal is written clearly and neatly									
Total Score										

Grand total:

/75

Lecturer's comment:

LECTURER'S NAME :
 POSITION :
 DATE OF OBSERVATION :
 STAMP :

Company/organization stamp: