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| **PAUTA DE EVALUACIÓN PRÁCTICA POR PARTE DE LA EMPRESA**   1. **ANTECEDENTES GENERALES**   Esta evaluación debe ser realizada por el profesional a cargo del alumno una vez finalizada la Práctica Profesional o Práctica Laboral. Se ruega evaluar utilizando los criterios de evaluaciones descritos en los Ítem Condiciones Personales del alumno y Condiciones Profesionales del alumno y entregar una descripción global del desempeño del Alumno.   * **Alumno:**  |  |  | | --- | --- | | Nombre Completo |  | | RUT |  | | Domicilio |  | | Carrera |  |  * **Empresa o Institución:**  |  |  | | --- | --- | | Nombre |  | | Razón Social |  | | Dirección |  | | Página WEB |  | | Nombre Jefe directo del alumno |  | | Teléfono de Contacto |  | | Correo electrónico |  |  * **Profesor Supervisor:**  |  |  | | --- | --- | | Nombre Completo |  | | RUT |  | | Teléfono de Contacto |  | | Correo electrónico |  |  * **Fecha:**  |  |  | | --- | --- | | Fecha inicio Práctica |  | | Fecha de término de la práctica |  | | Horas cronológicas realizadas |  |  1. **CONDICIONES PERSONALES DEL ALUMNO EN PRÁCTICA:**   Evaluar condiciones personales del alumno, de acuerdo a los siguientes criterios:   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  | Criterio de Evaluación | | | | | | | | | |  |  |  | **1** | **2** | **3** | **4** | **5** | **6** | **7** |  | | 1 | Presentación Personal | *Insatisfactoria* |  |  |  |  |  |  |  | *Excelente* | | 2 | Puntualidad | *Atrasos diarios* |  |  |  |  |  |  |  | *Sin atrasos* | | 3 | Asistencia | *Menos de 75%* |  |  |  |  |  |  |  | *100%* | | 4 | Responsabilidad | *Irresponsable* |  |  |  |  |  |  |  | *Responsable* | | 5 | Cooperación e iniciativa | *No se percibe* |  |  |  |  |  |  |  | *Destacada* | | 6 | Adaptabilidad al medio laboral | *No se adapta* |  |  |  |  |  |  |  | *Con facilidad* | | 7 | Uso de lenguaje y comunicación | *Con dificultad* |  |  |  |  |  |  |  | *Gran habilidad* | | 8 | Demuestra cortesía y atención | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 9 | Respeta y escucha otras ideas | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 10 | Es capaz de controlar sus emociones | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | PROMEDIO | | |  | | | | | | | |  1. **CONDICIONES PROFESIONALES DEL ALUMNO:**   Evaluar condiciones profesionales del alumno, de acuerdo a los siguientes criterios:   |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  | Criterio de Evaluación | | | | | | |  | |  |  |  | **1** | **2** | **3** | **4** | **5** | **6** | **7** |  | | 1 | Motivación | *No demuestra interés* |  |  |  |  |  |  |  | *Demuestra interés por obtener un desarrollo armónico, cultural y profesional.* | | 2 | Conocimientos técnicos de su especialidad | *Deficiente nivel de conocimientos* |  |  |  |  |  |  |  | *Excelente nivel de conocimientos para desarrollar su trabajo.* | | 3 | Demuestra concentración y atención al trabajo | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 4 | Es ordenado y acucioso en la realización de su trabajo | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 5 | Es capaz de aplicar conocimientos técnicos a su quehacer | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 6 | Demuestra interés por consultar y profundizar materias | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 7 | Es capaz de utilizar adecuadamente los recursos materiales de que dispone. | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 8 | Es capaz de mantener el ritmo de trabajo. | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | 9 | Demuestra cumplimiento oportuno de las tareas encomendadas. | *Nunca* |  |  |  |  |  |  |  | *Siempre* | | PROMEDIO | |  | | | | | | | | |  1. **DESCRIPCIÓN GLOBAL DE LA PRÁCTICA EN TERRENO**  * Enumere las principales tareas desempeñadas por el alumno:  |  | | --- | |  |  * Señale lo que Usted considera como aportes del alumno, hacia el centro de práctica:  |  | | --- | |  |  * Sugerencias para permitir elevar el nivel de formación del alumno:  |  | | --- | |  |     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  ***Timbre, nombre y firma Profesional a cargo del Alumno*** |