[](http://www.ncirl.ie/Careers/default.asp?siteId=18)

**National College of Ireland**

**Industrial Work Placement Programme 2017-2018**

# -Academic Supervisor Visit Report-

|  |  |
| --- | --- |
| **Name of Student**: |  |
| **Student Number:** |  |
|  |  |
| ***Company/Organisation*** |  |
| **Name:** |  |
| **Address:** |  |
|  |  |
| ***Industrial Supervisor*** |  |
| **Name:** |  |
| **Position:** |  |
| **Contact Telephone Number:** |  |
| **E-mail Address:** |  |
|  |  |
| ***Academic Supervisor*** |  |
| **Name:** |  |

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|  |  |
|  |  |
| **Date of visit:** |  |
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## Duties undertaken on work placement:

Please fill in duties the student undertook on work placement and complete the ratings given by the student and the industry supervisor.

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| --- | --- | --- | --- |
| **Duties** | **Student Rating** | **Industry Supervisor Rating** | **Rating** |
|  |  |  | 1. = Excellent  2. = Good  3. = Satisfactory  4. = Poor |
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## Employability Skills:

Please complete the ratings given for employability skills by the student and industry supervisor.

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| --- | --- | --- | --- |
| **Skills:** | **Student Rating** | **Industry Supervisor Rating** | **Rating** |
| Knowledge and understanding |  |  | 1. = Excellent  2. = Good  3. = Satisfactory  4. = Poor  N/A: Not applicable |
| Problem solving/thinking |  |  |
| ICT skills |  |  |
| Communication skills - oral |  |  |
| Communication skills - written |  |  |
| Accuracy and Attention to Detail |  |  |
| Interpersonal and teamwork skills |  |  |
| Self-management |  |  |
| Professional attitude |  |  |
| Organisation |  |  |
| Reliability |  |  |
| Time management |  |  |
| Adaptability |  |  |
| Comments: |  |  |

1. ***Questionnaire for Employer***
2. What ICT Knowledge (such as programming language, tools, operating systems, programming environments, etc.) that you would like the work placement students to have?
3. What do you think is the future ICT knowledge (Technologies, Domain Specialisations and programming languages, etc.) over the next 5 years?

## Academic Assessment:

To be completed by the *Academic Supervisor*

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| --- | --- | --- |
|  | **Academic**  **Supervisor Rating** | **Rating** |
| Completion of listed duties |  | 1. = Excellent  2. = Good  3. = Satisfactory  4. = Poor |
| Work Commitment |  |
| Technical Knowledge of Work |  |
| Communication |  |
| Overall student performance |  |

|  |
| --- |
| Overall comments:   * *Student:* * *Industrial Supervisor:* * *Academic Supervisor:* |

|  |
| --- |
| Issues of concern raised: |

**Academic Supervisor Checklist for completion of visit:**

* Student reminded about Final Report due on **7th August, 2018**
* Student advised to identify possible fourth year project topic.
* Industrial Supervisor asked about placing a Student next year.

***Signed:***

*Academic Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*