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JSS ACADEMY OF TECHNICAL EDUCATION
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Trainer Feedback Form

(To be filled by the Trainer/ Company Executive)

*Feedback from company with respect to the student undergoing internship/training in their organisation
AS part of our continuous improvement process, the Computer Science and Engineering department is
assessing its program outcomes through this survey.*

Company Information:

Company Name:

Address:

Name of the person Filling this Form:

Designation:

Signature:

Thanks for your patience in filling this form. We assure you that information will be kept confidential.

Trainee/Intern information:

Student Name:

Roll No:

Duration of Internship:

1. QUANTITY OF WORK

- A. Sometimes falls below productivity levels.
- B. Meets standards consistently.
- C. Usually exceeds standards of productivity.
- D. Exceptionally productive; accomplishes far more than is expected.

2. QUALITY OF WORK

- A. Occasionally produces work which does not meet standards.
- B. Produces work that consistently meets standards.
- C. Produces above average work.
- D. Produces exceptional work.

3. PUNCTUALITY OF WORK

- A. Is sometimes behind schedule.
- B. Is almost always on time with assigned work.
- C. Can be relied upon to meet all deadlines and is sometimes ahead of schedule.
- D. Is exceptionally prompt and usually ahead of schedule.

4. INITIATIVE, CREATIVITY, AND JUDGMENT

- A. Sometimes fails to take steps that would solve or head off usual problems.
- B. Deals effectively with usual problems and challenges.
- C. Moves creatively to meet program objectives and solve somewhat unusual problems.
- D. Routinely recognizes and solves unusual problems.

5. COMMITMENT TO PROGRAM GOALS

- A. Too often puts personal concerns ahead of program.
- B. Is generally able to balance personal and program concerns.
- C. Has worked out a relationship between personal and work responsibilities which allows a satisfactory resolution of almost all conflicts.
- D. Has achieved such an integration of personal and program interests that conflicts rarely arise.

6. ABILITY TO WORK WITH OTHERS

- A. Performance is sometimes impaired if it requires working with others.
- B. Satisfactorily achieves objectives when working with others is required.
- C. Is able to cooperate with others in a manner that helps produce better work than any one member of the group could produce.
- D. Works with others in ways which maximize the contributions of each person and consistently produces excellent results.

7. ABILITY TO EXPRESS SELF VERBALLY AND IN WRITING

- A. Failure to communicate clearly sometimes causes problems.
- B. Communication failures rarely cause problems.
- C. Gets message across even when material is complex.
- D. Expresses complex and controversial material in such a lucid and persuasive way that achievement of objectives is materially aided.

8. PLANNING AND ORGANIZATION

- A. Sometimes is lax in determining and adhering to priorities, available resources, and schedules.
- B. Sets and adheres to priorities, available resources, and schedules under most circumstances.
- C. Skilled planner and organizer. Grasps problems well and works out overall and detailed solutions.
- D. Exceptional skills in planning and organizing. Anticipates subtle and difficult issues and deploys resources imaginatively.

9. RESPONSE TO CRISIS

- A. During crises, performance is somewhat less effective than at other times.
- B. Performance during crises is as effective as at other times.
- C. Rises to the occasion during crises.
- D. Emerges as a superior performer and leader during crises.

10. ABILITY TO SOLVE PROBLEMS

- A. Sometimes asks questions or presents solutions which complicate the management of routine problems.
- B. Almost always evidences understanding of routine and many more complex matters.
- C. Usually understands and presents good solutions to new and particularly difficult problems.
- D. Is a person to whom others look for creative and thorough analyses of the most difficult problems.

11. PROFESSIONAL SKILLS IN PRESENT ACTIVITY

- A. Sometimes makes professional judgments that are not supportable.
- C Consistently makes professional judgments that are supportable and appropriate.
- C. Is looked to by others for professional advice.
- D. Is recognized by people outside his/her program as an expert in the application of professional skills.

12. SUPERVISORY SKILLS

- A. Handles most supervisory problems without difficulty.
- B. Resolves problems and improves employee's performance.
- C. Solves even difficult problems and gets the most out of even deficient employees.
- D. Trainee has no supervisory responsibility.

13. GROWTH IN SKILLS DURING RATING PERIOD

- A. Has shown little, if any, improvement.
- B. Showed steady growth.
- C. Progressed more rapidly than most of his/her peers.
- D. Showed much more growth than almost all his/her peers.

14. RESPONSIVENESS TO SUPERVISION

- A. Sometimes rejects supervisory guidance without considering its merits.
- B. Usually considers supervisory guidance carefully and is usually able to apply it.
- C. Works with supervisory guidance constructively.
- D. Knows when to seek supervisory guidance and is highly creative in implementing recommendations.

15. OVERALL JOB PERFORMANCE

- A. Marginal. This trainee is sometimes less effective than can be reasonably expected.
- B. Competent. This trainee is fully effective in performing his/her job.
- C. Well above average. This trainee has made a significant contribution and has enhanced the position he/she holds.
- D. Exceptional. This trainee's performance is far better than can be reasonably expected and has brought credit on the trainee and the program.