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## INTERN'S Weekly Performance Evaluation

<b>Evaluator's Name</b>	<b>Assigned Prefect</b>	<b>Work Period Covered</b>	
<b>Ulysess Nikko Hernandez</b>	<b>Sir Joshua</b>	<b>4/4/2022</b>	<b>to 4/8/2022</b>
<b>Intern to Be Evaluated</b>		<b>Overall Rating</b>	
<b>BARREDO JOSEPH</b>		<b>88.90</b>	
<b>Name of School</b>		<b>Exceeds Expectations</b>	
<b>BulacanStateUniversity</b>			

This is a performance evaluation which aims to properly assess the overall weekly performance of an intern as described based on the 5-point rating scale.

96 to 100 = (Exceptional)  
88 to 95 = (Exceeds Expectations)  
75 to 87 = (Within Expectations)  
65 to 74 = (Below Expectations)  
0 to 64 = (Needs Improvement)

<b>1. Quality of Work</b>	88	
Thoroughness, accuracy, neatness and effectiveness		
<b>2. Productivity</b>	87	
Ability to complete assigned tasks within allotted time		
<b>3. Dependability, Readiness, and Resourcefulness</b>	89	
Ability to work with minimum amount of supervision		
<b>4. Judgement</b>	87	
Ability to make sound decisions and identify & evaluate important factors in completing assigned tasks		
<b>5. Cooperation</b>	87	
Works well with everyone; shows good teamwork		
<b>6. Attendance</b>	100	
Attends internship regularly; shows punctuality in attendance; proper observation of break period		
<b>7. Behavior</b>	87	
Shows admirable work ethics and pleasant disposition at work		
<b>8. Initiative</b>	88	
Shows proactive mindset to go beyond expectations; has willingness to help others		
<b>9. Compliance</b>	88	
Complete submission of all weekly requirements; strict adherence to company's internal processes		
<b>10. Communication</b>	88	
Ability to openly communicate with assigned mentor any issues or anything that is going on affecting intern's performance in the Internship Program		

### Evaluator's Comments

Ang over all feedback ko sayo this week 2 is, Nice Work nagugulat din ako sa mga out put na pinapakita ko saken, kasi parang di mo first time gumamit ng Adobe Photoshop and Wordpress elementor ipag patuloy mo yan sir, nakikitaan kita ng potential sa mga pinapasa mong work saken.

Ulysess Nikko Hernandez

Evaluator's Name

### Intern's Acknowledgement and Plan of Actions

By signing this form, you have confirmed that this Weekly Performance Evaluation of Intern had been clearly and fully discussed with you by your Mentor and/or Internship Prefect. In addition, you have fully acknowledged and completely understood the importance of taking necessary actions to immediately improve the areas where you got "Below Expectations" and "Needs Improvement" ratings in response to the recommendations provided to you by your Mentor and/or Internship Prefect and in relation to the plan of actions that you have listed down below.

Lastly, you have completely acknowledged that you are fully aware of the repercussions that these may have to your internship in the company if these areas have not been improved immediately. Hence, you commit to do your best efforts to take immediate actions to improve your overall weekly performance in our Internship Program.

#### Intern's Feedback:

Please write how do you feel about the results of your evaluation pertaining to your weekly performance.

Masaya po ko sa mga result. Sa adobe photoshop task po medyo may alam na po ako sa pag gamit nun kaya medyo di na po ako na hirapan. Yun lang po masaya akona may nakakaappreciate ng time and effort ko sa mga task.

#### Intern's Plan of Actions:

Please specifically write down your plan of actions on how you will improve the areas where you received "Below Expectations" and "Needs Improvement" ratings.

  
JOSEPH BARREDO

Name and Signature of Intern