



LONDON SCHOOL
of Public Relations

Jakarta

GRADUATE SCHOOL of COMMUNICATION

INTERNSHIP PERFORMANCE EVALUATION

NAME OF TRAINEE : Daffa Muhammad Ardian
DURATION OF TRAINING : 21 September 2020 - 21 Desember 2020
NAME OF COMPANY : PT. Bintang Anugrah Surya Semesta
NAME OF MANAGER/SUPERVISOR : Rahayu Wibowo (Mrs.)

| ATTRIBUTES | % | GRADE VALUE |
|----------------------|------|-------------|
| ATTENDANCE | 20% | 19 % |
| WORK PERFORMANCE | 30% | 29 % |
| COMMUNICATION SKILLS | 25% | 23 % |
| INITIATIVE | 25% | 22 % |
| TOTAL | 100% | 93 % |

GENERAL COMMENT:

- creative worker - good communication skills
- good team work
- good disciplines

* Please take note of the following scope of the evaluation :

Attendance (20%) - This measures the punctuality of interns, commitment to be in the office as required.

Work Performance (30%) - This factor measures the quality of work in terms of accurateness, neatness, & speed to complete the work at a given time under normal conditions,

Communication Skills (25%) - This factor measures how professionally intern communicate, that includes comprehension, and dealing with co-employees as well as clients & publics.

Initiative (25%) - This factor measures how intern applies effective ways and means to achieve work objectives to improve work activities.

Name and signature of Evaluator : Rahayu Wibowo (Mrs.)

Position/Designation : Manager

(Please complete with Company Logo stamp)

BASS
Training Center & Consultant

Cn: celf-ipe/0123/01/14/cbc