



Computer Information Technology  
CIT 2271 – IT Practicum Evaluation

Form C – 100 hours

Darshan Sharma

Practicum Supervisor: \_\_\_\_\_

1248 Technologies

Organization: \_\_\_\_\_

Sanjeev Prabhakar

Student Name: \_\_\_\_\_

Faculty Advisor:

**Stephen Graham**

stephen.graham@lethbridgecollege.ca  
(403) 320-3202 ext 5794

Program Assistant:

**Toni Gfrerer**

toni.gfrerer@lethbridgecollege.ca

- 1) Please complete this form after the student has finished 100 hours of work
- 2) Discuss the evaluation with the student and provide them a copy.
- 3) Return the completed copy to the Faculty Advisor or Program Assistant.

**Please use the following ratings in evaluating the practicum students.**

E (Excellent): Meets professional level standards

G (Good): Adequately fulfills expectations

F (Fair): Inconsistent, needs work to achieve acceptable standards.  
Please explain "fair" ratings in "comments" section.

A.	Professionalism	Rating	Comments
1	The student is on time, organized and prepared to work.	Excellent	Sanjeev Prabhakar showcased unwavering professionalism and commitment. He consistently started work on time, were highly organized, and ready to tackle any task. He was reliable and an asset to the team.
2	The student's attire and grooming is appropriate.	Excellent	
3	The student is dependable.	Good	
4	The student understands and follows company policies and procedures.	Excellent	
5	The student presents a professional image when dealing with co-workers or clients of the company.	Excellent	
B.	Interpersonal Relationships	Rating	Comments
1	The student understands the company's chain of command and follows it.	Good	Sanjeev was an exceptional intern who possessed a through understanding of the company's chain of command. He effectively communicated his thoughts and ideas both orally and in writing, and provided valuable insights during meetings. He also exhibited exceptional learning skills. He facilitated appropriate conflict resolution strategies and were receptive to constructive feedback, always improving.
2	The student follows instructions and asks for clarification if needed.	Good	
3	The student communicates effectively in both written and oral form.	Excellent	
4	The student is able to contribute at meetings.	Good	
5	The student exhibits tact and diplomacy prior to making comments.	Good	
6	The student demonstrates effective learning skills at all levels of placement.	Good	
7	The student facilitates appropriate conflict resolution strategies.	Excellent	
8	The student is willing to accept constructive feedback.	Good	
C	Career Skills	Rating	Comments
1	The student has the ability to problem solve and make appropriate decisions.	Excellent	Sanjeev is an exceptional and excellent problem solver who works creatively and flexibly, takes responsibility for decisions, and produces good quality work with minimal help and high productivity. He managed pressure and met deadlines during the sprint, learnt a lot and is a valuable asset to the team. He was able to anticipate needs and plan ahead and raised his points during the meetings.
2	The student is creative, innovative and flexible when completing assigned duties.	Excellent	
3	The student takes responsibility and follows through with decisions once made.	Good	
4	The student works independently or as a team member as required.	Excellent	
5	The student has a high productivity level--is industrious, and completes quality work.	Good	
6	The student is capable of managing pressure and stressful situations appropriately.	Excellent	
7	The student respects schedules and meets deadlines.	Good	
8	The student is able to change to meet the demands of a new environment or settings.	Excellent	
9	The student has the ability to anticipate needs and to plan ahead; possesses good organizational skills.	Excellent	
10	The student has a learning attitude.	Good	
11	The student is prepared to work with commonly encountered business software/hardware.	Excellent	
12	The student possesses a broad-based and comprehensive understanding of current information technologies.	Good	



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Please comment on the student's professionalism, interpersonal relationship skills and career skills. Suggestions regarding career and self-development goals for the student to pursue could be included.

## Practicum supervisor's comments:

The ability to problem solve, take responsibility and work independently or as a part of the team

the team all speak to their professionalism and career skills. Additionally, his capacity to

to manage stress and meet deadlines suggests strong interpersonal relationship skills.

As for career and self development goals, he needs to seek out additional opportunities to develop skills in specific

areas. This could include attending workshops, training sessions pursuing certifications, tech-meetups etc.

Additionally he may get benefit from setting goals related to leadership and management, as their ability to

problem solve and work effectively with others suggest growth in these areas.

**Signature:** \_\_\_\_\_

Student's comments:

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**Signature:** \_\_\_\_\_

Instructor's comments:

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**Signature:** \_\_\_\_\_