



GRADING CHECKLIST FOR SERVICE BASED LEARNING (SBL) – FOR STUDENTS

No	Item	Total marks	Marks Awarded	Comment (s)
	INTRODUCTION - CHAPTER 1	10 marks		
1	Introduction of the report and/or the formatting.			
2	Objective of the attachment.			
3	Information about the Community based organisation- brief description/ executive summary.			
4	Benefits to the student of undertaking the attachment with regards to experience and/or moral education.			
5	Methodology (approach) adopted by the student-i.e. how did the student learn their work and what was required (duties) of them during their attachment?			
	<i>Limitations/ the general overview of the limitations encountered during the attachment.</i>	<i>Can be covered in Chapter 3 or 4.</i>		
	SERVICE BASED LEARNING INFORMATION - CHAPTER 2	10 marks		
1	Brief history of the organisation.			
2	Organisational structure.			
3	Brief description of department- functions and activities.			
	WORK SCHEDULE			
4	Detailed description of a typical work day in the appendix.			

	PERSONAL ACCOUNT/EVALUATION OF THE ATTACHMENT PERIOD - CHAPTER 3	15 marks		
1	<i>Knowledge, skills and values acquired during the SBL internship.</i>			
	<i>What could, or should students learn about themselves, about understanding others and/or interacting with them in a positive and productive way? For example</i> Self-management Teamwork Interpersonal skills Leadership skills Oral and written communication Negotiation and managing conflict Time management			
2	Personal contribution to the organization			
	Innovativeness, problem solving, self-directed.			
3	<i>Challenges encountered & how they were solved</i>			
	Lack of assigned work/tasks. Asked for work /look for work (self-initiative).			
	Lack of mentorship due to supervisor being busy, many interns, etc.-Tag along and observe how the work is being done.			
4	<i>Areas of personal improvement:</i>			
	Self-management, interpersonal skills, communication.			
	STRATHMORE UNIVERSITY AND THE SERVICE BASED LEARNING - CHAPTER 4	10 marks		
1	Relevance of skills and values acquired in the classroom and how the student applied them during the Service Based Learning.			
2	Emerging issues facing the community and how the Strathmore community of students can get involved.			
3	Success or failures of attachment exercise in relation to objectives set out by the student and the organisation.			

	CONCLUSION - CHAPTER 5	5 marks		
1	General comments and conclusions about the internship period and attachment organisation.			
2	Recommendations to the attachment organisation and to Strathmore University.			