

QUEENSLAND UNIVERSITY OF TECHNOLOGY

CERTIFICATE OF TIME WORKED

IMPORTANT INFORMATION

Who should complete this form?

Part 1 – student to complete

Part 2 – work place supervisor to complete

Who should sign this form¹?

EN40 – Supervising Engineer

UD40 – Direct work supervisor

¹ - unless otherwise agreed with the Unit Coordinator

Where do I submit this form?

Please submit this form electronically (see instructions on the WIL Community Blackboard site) AND attach a hard copy to your second assessment item – as indicated in the assessment overview in the unit outline.

What if I've had more than one work placement and/or work supervisor?

For multiple work placements and/or work supervisors use a separate form for each.

PART 1 – STUDENT TO COMPLETE

STUDENT DETAILS

Full name Francesco Ferraioli

Student No 8323143

E-mail francesco.ferraioli@connect.qut.edu.au

Contact Phone Number(s) 0424 938538

Course Code EN 40

Major Software Engineering

WORK PLACEMENT DURATION Remember to use a separate form for each work placement and/or each work place supervisor.

Work placement start date 11 / 3 / 2013

Work placement end date 12 / 2 / 2014

Note: 2.5 days per week.

PART 2 – WORK PLACE SUPERVISOR TO COMPLETE

WORK PLACEMENT ACTIVITIES UNDERTAKEN

Please specify the type of activities the student engaged in while on work placement (e.g. EN40: structural consulting, mechanical plant maintenance, UD40: contract administration, estimation, valuation, property development, development application etc...)

*Testing (Automation & Manual)
Write test scripts
documentation
Implementation*



WORK PLACE SUPERVISOR'S APPRAISAL OF STUDENT'S OVERALL PERFORMANCE
This formative appraisal is not intended to be used for final grading of the student.
Please comment on the student's performance using the 5 point scale – additional comments can be included at the end of the form.

Overall, the student has demonstrated the following professional qualities:	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Not Applicable
Professional work habits (enthusiasm and interest in work, attendance, punctuality, reliability, etc)			✓			
Communication skills (speaks with clarity and confidence, exhibits good listening and questioning skills, etc)		✓				
Problem-solving skills and/or decision-making skills (evaluates situations effectively, identifies and suggests new ideas, etc)		✓				
Team work skills (works effectively with others, demonstrates flexibility, adaptability, etc)			✓			
Professional skills (accountable for actions, assumes responsibility, shows initiative and self-confidence, demonstrates integrity and personal ethics, etc)			✓			
Overall, the student has demonstrated the following proficiencies:	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	
Technical skills and competence relative to student's level of experience and stage of university course level			✓			
Understanding of discipline specific principles and their application in work situations			✓			
Ability to utilize computer software and company's systems			✓			
Resourcefulness & ability to work independently			✓			

SUPERVISOR DETAILS AND SIGNATURE

Full name Joyce Tsang Position in Company/Organisation CEO

If applicable, please provide registration number (e.g. Engineers Registration No.) _____

Supervisor e-mail jtsang@monicit.com.au Contact Phone Number(s) 0421200128

Company/Organisation address L54/111 Eagle St Brisbane Qld 4000

Date 18 / 2 / 2014 Signature [Signature]

Duration 2.5 days per wk. working days (each at least 7.5hrs)

ONLY ORIGINAL SIGNED FORMS WILL BE ACCEPTED

ADDITIONAL COMMENTS

It has been an interesting experience employing Francesco Ferraioli through the scholarship program.
He is a good-natured young man, who likes to ask many questions.
We wish him all the very best with his future.