



## EVALUATION SHEET FOR PRACTICUM TRAINEES

Name of Student	Lurri Jane C. Rhudy	Name of Company	Cavite State University- Carmona Campus
Program/ Course	BSIT- 4A	Company Address	Market Road, Carmona, Cavite
Name of Evaluator	Andrea Conde-Francia	Telephone No.	09750954849
Designation of Evaluator	Supervisor	Training Period	July 19 – Sep 13
Nature of work performed by the trainee:			

### A. Performance

- |   |   |   |   |   |   |
|---|---|---|---|---|---|
| 1. Knowledge of work ( <i>able to grasp as much as instructed</i> )   | 5 | 4 | 3 | 2 | 1 |
| 2. Quality of work ( <i>performs an assigned job as efficiently and diligent</i> )                          | 5 | 4 | 3 | 2 | 1 |
| 3. Quantity of work ( <i>can cope with the demand of additional unexpected workload in a short notice</i> ) | 5 | 4 | 3 | 2 | 1 |
| 4. Punctuality ( <i>reports to work assignment on time</i> )  | 5 | 4 | 3 | 2 | 1 |
| 5. Attendance ( <i>follows assigned work schedule</i> )   | 5 | 4 | 3 | 2 | 1 |

### B. Personal traits

- |  |    |    |   |   |   |
|--|----|----|---|---|---|
| 1. Physical appearance ( <i>well groomed and always wears appropriate attire</i> )                             | 5  | 4  | 3 | 2 | 1 |
| 2. Enthusiasm ( <i>Eager to learn and improve one's abilities</i> )  | 5  | 4  | 3 | 2 | 1 |
| 3. Courtesy ( <i>shows respect for authority at all times</i> )  | 5  | 4  | 3 | 2 | 1 |
| 4. Conduct ( <i>observes work rules and regulations</i> )  | 5  | 4  | 3 | 2 | 1 |
| 5. Attitudes toward work ( <i>shows initiative and interest in work over the above what is assigned</i> )      | 5  | 4  | 3 | 2 | 1 |
| 6. Drive ( <i>highly motivated to pursue tasks given</i> )   | 5  | 4  | 3 | 2 | 1 |
| 7. Mental maturity ( <i>effective and calm under pressure</i> )  | 5  | 4  | 3 | 2 | 1 |
| 8. Sociability ( <i>can work harmoniously with other employees</i> )   | 5  | 4  | 3 | 2 | 1 |
| 9. Reliability ( <i>can be trusted to be left alone to use or operate tools, office/industrial equipment</i> ) | 5  | 4  | 3 | 2 | 1 |
| 10. Conscientious ( <i>careful in handling tools, equipment and machineries</i> )                              | 5  | 4  | 3 | 2 | 1 |
| 11. Innovation ( <i>has creativity in adapting new methods</i> )   | 10 | 8  | 6 | 4 | 2 |
| 12. Possession of other traits necessary for employment in this kind of work.                                  | 15 | 12 | 9 | 6 | 3 |

**TOTAL NUMBER OF POINTS**

**90%**

( Passing Grade is 70 points or better. )

Comments/ Suggestions Even if not feeling well sometimes, Lurri will do her job as asked. Follows instructions.

MARIA ANDREA C. FRANCIA  
Signature of Evaluator  
Date: September 17, 2021