

**Name:** Sanskar Sarda  
**Uid:**20BCS7772  
**Company Name:** Apptunix

Evaluation by Industry Supervisor – Grading Rubric				
Evaluation Dimensions	Performance Rating			Score
	Needs Improvement	Meets Expectations	Excellent	
	40% - 60%	60% - 80%	80% - 100%	
Internship Evaluation Dimensions – Grading Criteria				
Initiative and Creativity	Had little observable drive and required close supervision; showed little if any interest in meeting standards; did not seek out additional work and frequently procrastinated in completing	With a few minor exceptions, adequately performed most work requirements; most work assignments submitted in a timely manner; made occasional errors	Thoroughly and accurately performed all work requirements; submitted all work assignments on time; made few if any errors	98
		In most cases, asked relevant questions and sought out additional information from appropriate sources; exhibited acceptable understanding of new concepts, ideas, and work assignments; was usually willing to take responsibility for mistakes and to make needed changes and	Consistently asked relevant questions and sought out additional information from appropriate sources; very quickly understood new concepts, ideas, and work assignments; was always willing to take responsibility for mistakes and to make needed changes and improvements	96
		Worked without extensive supervision; in some cases, found problems to solve and sometimes asked for additional work assignments; normally set his/her own goals and, in a few cases, tried	Was a self-starter; consistently sought new challenges and asked for additional work assignments; regularly approached and solved problems independently; frequently proposed	99

	assignments; suggested no new ideas or options	to exceed requirements; offered some creative ideas	innovative and creative ideas, solutions, and/or options	
	<b>Comments:</b> Sanskar's willingness to tackle challenges and explore innovative solutions is evident, indicating a promising foundation for fostering initiative and creativity. Encouraging Sanskar to set ambitious goals, solve problems independently, and brainstorm creative ideas will undoubtedly contribute to his professional advancement.			
<b>Character Traits</b>	Regularly exhibited a negative attitude; was dishonest and/or showed a lack of integrity on several occasions; was unable to recognize and/or was insensitive to ethical and diversity issues; displayed significant lapses in ethical and professional behavior	Except in a few minor instances, demonstrated a positive attitude; regularly exhibited honesty and integrity in the workplace; was usually aware of and sensitive to ethical and diversity issues on the job; normally behaved in an ethical and professional manner	Demonstrated an exceptionally positive attitude; consistently exhibited honesty and integrity in the workplace; was keenly aware of and deeply sensitive to ethical and diversity issues on the job; always behaved in an ethical and professional manner	100
	<b>Comments:</b> Sanskar's positive attitude and integrity are notable, reflecting a strong ethical compass and a commitment to professionalism. By continuing to prioritize honesty, positivity, and ethical behavior, Sanskar will undoubtedly earn respect and trust within the workplace community.			
<b>Dependability</b>	Was generally unreliable in completing work assignments; did not follow instructions and procedures promptly or accurately; was careless, and work needed constant follow-up; required close supervision	Was generally reliable in completing tasks; normally followed instructions and procedures; was usually attentive to detail, but work had to be reviewed occasionally; functioned with only moderate supervision	Was consistently reliable in completing work assignments; always followed instructions and procedures well; was careful and extremely attentive to detail; required little or minimum supervision	98
	<b>Comments:</b> While Sanskar's dependability may fluctuate at times, there is a clear willingness to improve and excel in completing tasks with accuracy and attention to detail. With consistent support and encouragement, Sanskar has the potential to enhance reliability and become a trusted team member.			
<b>Attendance and Punctuality</b>	Was absent excessively and/or was almost always late for work	Was never absent and almost always on time; or usually reported to work as scheduled, but was always on time;	Always reported to work as scheduled with no absences and was always on-time	100
	<b>Comments:</b> Sanskar's commitment to punctuality and attendance is recognized, with a commendable effort to meet work obligations promptly and reliably. By maintaining this level of dedication, Sanskar will contribute positively to team cohesion and productivity.			
	Was unwilling or	Adequately	Completely	

Organizational Fit	unable to understand and support the organization's mission, vision, and goals; exhibited difficulty in adapting to organizational norms, expectations, and culture; frequently seemed to disregard appropriate authority and decision-making channels	understood and supported the organization's mission, vision, and goals; satisfactorily adapted to organizational norms, expectations, and culture; generally functioned within appropriate authority and	understood and fully supported the organization's mission, vision, and goals; readily and successfully adapted to organizational norms, expectations, and culture; consistently functioned within appropriate authority and decision-making channels	98
	<b>Comments:</b> Sanskar's alignment with the organization's mission, vision, and goals demonstrates a genuine interest in contributing to its success. Continued efforts to adapt to organizational norms and expectations will strengthen Sanskar's integration within the workplace culture.			
Response to Supervision	Rarely sought supervision when necessary; was unwilling to accept constructive criticism and advice; seldom if ever implemented supervisor suggestions; was usually unwilling to explore personal strengths and areas for improvement	On occasion, sought supervision when necessary; was generally receptive to constructive criticism and advice; implemented supervisor suggestions in most cases; was usually willin to explore personal strengths and areas for improvement	Actively sought supervision when necessary; was always receptive to constructive criticism and advice; successfully implemented supervisor suggestions when offered; was always willing to explore personal strengths and areas for improvement	97
	<b>Comments:</b> Sanskar's receptiveness to feedback and willingness to explore areas for improvement are commendable, reflecting a growth-oriented mindset. By actively implementing supervisor suggestions and leveraging personal strengths, Sanskar will continue to evolve and thrive in his role.			
Summary of Performance Evaluation by Industry Supervisor				
Evaluation Criteria	Score (from above)	Weightage	Final Score	
Quality of Work	98	10	9.8	
Ability to Learn	96	5	4.8	
Initiative and Creativity	99	5	4.95	
Character Traits	100	10	10	
Dependability	98	5	4.9	
Attendance and Punctuality	100	5	5	

Organizational Fit	98	5	4.9
Response to Supervision	97	5	4.85
<b>Total Score</b>		<b>50</b>	<b>49.2</b>