

UNIVERSITY COACH ASSESSMENT FORM School of Computing, Faculty of Engineering, Universiti Teknologi Malaysia

The purpose of this assessment is to evaluate UTM 2u2i student performance throughout this 6th week of internship period.

Dear University Coaches, this form consist of 4 sections:

Section A - General information on University Coach and Students

Section B - Assessment form for [SCSP4114-Professional Development]

Section C - Assessment form for [SCSP4124-Professional Practice]

Section D - Assessment form for [SCSP4134-Professional Development & Practice]

*** Required**

1. Email address *

Section A - General Information

University Coaches and Students Information

2. University Coach Name *

Mark only one oval.

- ☐ MRS. NOR HAWANIAH ZAKARIA
- ☐ MRS. ROZILAWATI BINTI DOLLAH @ MD. ZAIN
- ☐ DR. ARYATI BINTI BAKRI
- ☐ DR. CHAN WENG HOWE
- ☐ DR. HASLINA BINTI HASHIM
- ☐ DR. HAZA NUZLY BIN ABDULL HAMED
- ☐ DR. MUHAMMAD IQBAL TARIQ IDRIS
- ☐ DR. NOORFA HASZLINNA BINTI MUSTAFFA
- ☐ DR. NOR HAIZAN BT MOHAMED RADZI
- ☐ DR. NUR EILYAH @ WONG YEE LENG
- ☐ DR. SHARIN HAZLIN BINTI HUSPI
- ☐ DR. SUHAILA BINTI MOHAMAD YUSUF
- ☐ PROF. MADYA DR. ROLIANA BINTI IBRAHIM

3. Student Name *

Mark only one oval.

- ☐ AIN SYAHZANANI BINTI MANSOR
- ☐ CHAI MING CHING
- ☐ CHUA KEK XIAN
- ☐ DANIEL NIZRI BIN NASIR
- ☐ DARYSYINI A/P KUMARESAN
- ☐ HILMAN SYAFIE BIN ZAILANI
- ☐ INTAN NORATHIRAH BINTI ANNUAR
- ☐ ISMA REDHA BIN ABD RAHIM
- ☐ LEE KEEN SHEN
- ☐ LIM WEI WEN
- ☐ MAIZATUL HUSNA BINTI MARSONO
- ☐ MUHAMMAD ALIF IRFAN BIN ROSLI
- ☐ MUHAMMAD SYAFIQ BIN MAT SHOKERI
- ☐ MUHAMMED AFIQ AFWAN BIN MOHD SALMI
- ☐ NAZATUL SYAHIRAH BINTI NAZARUDDIN
- ☐ NG LI TIAN
- ☐ NG ZHAN LUN
- ☐ NIK NUR ARISHA BINTI NIK ISMAIL
- ☐ NOR SYUHADA BINTI ANUAR
- ☐ NUR AFIQAH BINTI IBRAHIM
- ☐ NUR ATIQA BINTI AHMAD ZAKI
- ☐ NUR AZMINA FATINI BINTI MAHADZIR
- ☐ NUR Wafa BINTI ABDUL HADI
- ☐ NURAINI SYAHIRA BINTI ROZMAN
- ☐ NURSYAZWANI BINTI HASNIZAM
- ☐ NURUL NADIA BINTI ASRIN
- ☐ ONG TING JIE
- ☐ OOI CHEE SEANG
- ☐ PRIYANGKA A/P SELVAKUMARAN
- ☐ SHANGGAVEE A/P VELOO
- ☐ SHURAIKH `EZZUDDIN BIN SHUKRI
- ☐ TEO ZHI XIAN
- ☐ WONG YEN PING
- ☐ YEO YI SHENG

Section B- Assessment Form
[SCSP4114-Professional
Development]

The purpose of this assessment is to evaluate student's GENERIC SKILLS throughout this 6th week of internship period.

We appreciate your valuable time in evaluating the students performance. Please indicate your rating in the categories below by choosing the appropriate number, using a scale of 1 (low) through 5 (high).

Criteria 1

Ethics & Professionalism Skills

4. Attendance *

Mark only one oval.

Sometimes demonstrate unsatisfied commitment on attendance with missing verified leave or medical certificate and does not conform to industrial trainin

5. Commitment *

Mark only one oval.

	1	2	3	4	5	
Sometimes show commitment, dedication, self- confidence and initiative on assigned work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Show complete commitr

6. Discipline *

Mark only one oval.

	1	2	3	4	5	
Sometimes demonstrate commitment on punctuality, conformity to organization's rules, proper attire, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Demonstrat

7. Rules & Regulations *

Mark only one oval.

	1	2	3	4	5	
Break some Industrial Training rule and regulation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Comply with all Industrial Training rule and regulation before, durin

Criteria 2

Social Interaction Skills

8. Socialization *

Mark only one oval.

Sometimes has the ability to socialize with different levels of staff in the organization, and to express ideas and opinions in clear and organized manner.	<input type="radio"/>
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9. Manner *

Mark only one oval.

	1	2	3	4	5	
Rarely uses appropriate greetings to initiate with coaches.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Always uses appropriate greetings to initiate with coaches.

10. Non Verbal Communication *

Mark only one oval.

	1	2	3	4	5	
Uses non-verbal communication rarely.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Uses non-verbal communication independently.

11. Frequency *

Mark only one oval.

	1	2	3	4	5	
Rarely communicate with coaches.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Frequently communicate with coaches.

12. Others comment related to student's generic skills *

Section C- Assessment Form [SCSP4124- Professional Practice]

The purpose of this assessment is to evaluate student's PRACTICAL & THEORETICAL SKILLS throughout this 6th week of internship period. Please indicate your rating in the categories below by choosing the appropriate number, using a scale of 1 (low) through 5 (high).

Criteria 1

Task Evaluation

13. Planning of task *

Mark only one oval.

	1	2	3	4	5	
Time frame properly specified, but not being followed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Time frame properly specified and being followed.

14. Identification of problem domain and detailed analysis of feasibility *

Mark only one oval.

	1	2	3	4	5	
Average explanation of the purpose and need of the task.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Detailed and extensive explanation of the purpose and need of the task.

15. Identification of objectives and methodology of task *

Mark only one oval.

	1	2	3	4	5	
Incomplete justification to the objectives proposed; Steps are mentioned but unclear; without justification to objectives.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Complete justification to the objectives proposed; Steps are clearly mentioned and justified.

16. Technical knowledge and awareness related to the task *

Mark only one oval.

	1	2	3	4	5	
Lacks knowledge and awareness related to the task.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Extensive knowledge and awareness related to the task.

17. Theory to practice in performing task *

Mark only one oval.

 Demonstrated knowledge learned by integrating minor concepts into practice, as well as some evidence of research effort and/or depth of thinking about t

18. Work engagement *

Mark only one oval.

1 2 3 4

 Medium level of work engagement that demonstrated a commitment, responsibility and contributed some effort to the task. ☐ ☐ ☐ ☐

Criteria 2

Oral Presentation

19. Eye Contact *

Mark only one oval.

1 2 3 4 5

 Display minimal eye contact with audience, while reading mostly from the notes. ☐ ☐ ☐ ☐ ☐ Hold attention of entire audience w

20. Body Language *

Mark only one oval.

1 2 3 4 5

 Very little movement or descriptive gestures. ☐ ☐ ☐ ☐ ☐ Movement seems fluid and helps the audience to visualize.

21. Verbal Skills *

Mark only one oval.

1 2 3 4 5

 Reluctantly interacts with audience. Responds to questions inadequately. ☐ ☐ ☐ ☐ ☐ Highly responsive to audience comments ;

22. Organization *

Mark only one oval.

1 2 3 4 5

 Audience has difficulty following the presentation because student jumps around. ☐ ☐ ☐ ☐ ☐ Presents information in logical, in

23. Creativity *

Mark only one oval.

	1	2	3	4	5	
Moderate creativity level. Used moderate graphics, pictures, video etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Very high creativity level. Used many graphics

24. Others comment related to student's practical & theoretical skills *

Section D- Assessment Form [SCSP4134- Professional Development & Practice]

The purpose of this assessment is to evaluate student's TECHNICAL REPORT & LOG BOOK progress throughout this 6th week of internship period. Please indicate your rating in the categories below by choosing the appropriate number, using a scale of 1 (low) through 5 (high).

Criteria 1

Technical Report

25. Organization & Structure *

Mark only one oval.

	1	2	3	4	5	
Some signs of logical organization. May have abrupt or illogical shifts and ineffective flows of ideas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Method of organization

26. Critical Thinking *

Mark only one oval.

	1	2	3	4	5	
Simplistic analysis of complex issue; limited clarity and complexion of thought.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Skilfully evaluates information gathered

27. Language & Vocabulary *

Mark only one oval.

	1	2	3	4	5	
Limited range, frequent errors of word/idiom form, choice, usage, meaning somewhat confusing or not understood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Wide range, precise word choice, usage, meaning clear and understood

28. Style & Formatting *

Mark only one oval.

	1	2	3	4	5	
Report looks fairly neat, but violates some formatting rules.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Report looks neat and professional. Using format correctly

29. Content Development *

Mark only one oval.

1 2 3

Content is somewhat vague OR only loosely related to the writing task; at times may be off topic OR too broad with limited support.

☐ ☐ ☐

30. Citation & References *

Mark only one oval.

1 2 3 4 5

50% text created by others are cited with accurate, properly formatted citations but Insufficient references.

☐ ☐ ☐ ☐ ☐ All conte

31. Plagiarism *

Mark only one oval.

1 2 3 4 5

50% of text follows copyright guidelines.

☐ ☐ ☐ ☐ ☐ All text follows copyright guidelines.

Criteria 2

Log Book

32. Organization (Professionalism in writing log book) *

Mark only one oval.

Some information is logically organized in a clear logical way. Occasional one or two information are out of piece. More than three grammar, punctuation, c

33. Others comment related to student's technical report and logbook. *

Terms & Conditions

1. All university coaches are responsible for ensuring the evaluation results of each assessable task are reviewed to ensure equivalency and consistency before final submission.
2. University coaches must ensure that only letter grades (not marks) are provided to students during internship period for completed given tasks. This is to ensure no final grades are released to students prior to Board of Examiners (2u2i Data Engineering) and the official publication of results by the Universiti Teknologi Malaysia (UTM).

34. University coach declaration *

Check all that apply.
☐ I understand and agree that this declaration is final and irrevocable, and that it is not subject to cancellation or amendments.

