



### Co-operative Education Evaluation of Work Term Report

  
STUDENT ID NUMBER

  
STUDENT NAME

  
WORK TERM SEMESTER

  
WORK TERM NUMBER

  
EVALUATED BY

  
MAJOR

  
EMPLOYER

  
TITLE OF REPORT

  
OVERALL EVALUATION GRADE  
(OUT, VG, G, SAT, UNSAT) \*

QUALITY OF CONTENTS	OUT	VG	GOOD	SAT	UNSAT	N/A	COMMENTS
Suitability of Topic							
Description of Information							
Analysis of Information							
Evaluation of Information							
Innovative Aspects							
Balance of Contents							
Literature Search							
Overall Impression							

QUALITY OF PRESENTATION	OUT	VG	GOOD	SAT	UNSAT	N/A	COMMENTS
Clarity							
Maturity of Style							
Grammar and Spelling							
Layout							
Overall Impression							

**EVALUATOR'S COMMENTS:**

\* EVALUATION GRADE CODES:

OUT – OUTSTANDING    VG – VERY GOOD    G – GOOD    SAT – SATISFACTORY    UNSAT – UNSATISFACTORY (RESUBMIT)

### STRUCTURAL CHECKLIST & COMMENTS

STRUCTURE	PRESENT	ABSENT	N/A	COMMENTS
Front Cover				
Letter of Submittal				
Title Page				
Abstract/Summary				
Table of Contents				
List of Tables				
List of Illustrations				
Introduction				
Main Body:    a) Methods *				
b) Results *				
c) Discussion *				
Conclusions				
Recommendations				
Acknowledgements				
References				
Bibliography				
Appendix				
Employer Evaluation Form				

\* Alternate format may be appropriate

**EVALUATOR'S COMMENTS: (CONT'D)**