

MID TERM EVALUATION OF PROJECT / TRAINING PERFORMANCE IN INDUSTRY

NAME OF ORGANISATION _____

NAME & ROLL No. OF THE STUDENT _____

TITLE OF THE PROJECT(S)/ TRAINING _____

(Information sought herein carries 50% weightage towards the evaluation of the student's work. Please v appropriate box. A-Outstanding, B-Very Good, C-Good, D-Fair, E-Unsatisfactory)

(A) ATTRIBUTES	A (5)	B (4)	C (3)	D (2)	E (1)	(B) PERFORMANCE	A (5)	B (4)	C (3)	D (2)	E (1)	(C) COMMUNICATION	A (5)	B (4)	C (3)	D (2)	E (1)
i) JOB KNOWLEDGE (refers to knowledge clarity of fundamentals, and latest development)						(i) PERFORMANCE FROMULATION (refers to initiative shown in converging to project formulation)						(i) PRESENTATION (refers to style and effectiveness)					
ii) CREATIVITY (refers to the ability to generate new and practical ideas for improvement of systems and operations related to the job)						(ii) APPROACH/METHOD used						(ii) WRITTEN EXPRESSION					
iii) INITIATIVE						(iii) TECHNIQUES/TOOLS used at various stages						(iii) ORAL EXPRESSION					
IV) PLANNING SKILLS (refer to the ability to conceptualise all aspect of the project and to systematically plan the series of activities to achieve the goal)						(iv) INFORMATION COLLECTION UPDATE(refers to (a) Literature survey (b) Guidance from others in industry and the institute)											
v) ORGANISATION SKILLS (refers to the ability to mobilise co-ordinate, integrate various activities/ resources to achieve fast completion)						(v) EXECUTION OF THE PROJECT(S) (refers to (a) Setting Time frames (b) Efforts put to complete the project. Maintenance of work diary.											
vi) APPLICATION SKILLS (refers to the ability to apply knowledge to real life situation)						(vi) STATUS AND FEASIBILITY OF IMPLEMENTATION						Any additional information, please specify					
vii) JOB INVOLVEMENT(refers to the concern and diligence shown in execution of the project)						(vii) PROJECT REPORT AND DEFENCE											
viii) INTERPERSONAL RELATIONSHIP(refers to ability to work harmoniously with superiors and subordinates)																	
ix) REGULARITY & PUNCTUALITY (refers to i) Sanctioned authorized leave, absence without permission, ii) late coming and leaving work place early)																	
x) ADAPTABILITY TO NEW ENVIRONMENT(refers to the ability to acclimatize himself/herself to new work environment/culture)																	

EVALUATED BY NAME _____ SIGNATURE _____

DESIGNATION _____

(With Authorized Signatory Company/Organization Seal)

**** Industrial Coordinator is requested to seal this Performa on spot.**