

## Internship Grading Rubric

**Student Intern :**

**Host Company :**

**Attendance**

	1st Day	2nd Day	3rd Day	4th Day	5th Day	6th Day	7th Day	8th Day	9th Day	10th Day	11th Day	12th Day	13th Day	Final Day
<b>Date</b>														
<b>Time</b>														
<b>Hours</b>														

Evaluation Dimensions	Advanced 3	Proficient 2	Competent 1	Needs Improvement 0
<b>1. Adjusting to a Different Culture and System</b>	Initiates and develops interactions with culturally different others. Suspends judgement with culturally different others.	Begins to initiate and develop interactions with culturally different others. Begins to suspend judgment in valuing his interactions.	Expresses openness to most. Has difficulty suspending any judgment in his interactions with others.	Reluctant to interact with culturally different others. Has difficulty suspending any judgment, but is unaware of own judgment.
<b>2. Able to Ask Questions and Take Instructions</b>	Consistently asked relevant questions and sought out additional information. Was always willing to take responsibility for mistakes.	In most cases, asked relevant questions and sought out additional information. Was usually willing to take responsibility for mistakes.	Asked few questions. Was unwilling to recognize mistakes and was not receptive to making changes.	Asked no questions and was unable to understand new concepts. Was unable to recognize mistakes and was not receptive to making changes and improvements.
<b>3. Teamwork</b>	Has proficiency in communicating with workers; managed and resolved conflicts.	Demonstrated an acceptable ability to interact and communicate with co-workers.	Demonstrated little ability or willingness to interact and communicate with co-workers.	Demonstrated no ability or willingness to interact with co-workers; unable to accept co-workers' constructive criticism.
<b>4. Communication and Discussion Ability</b>	Student shows respect for members of the class, both in speech and manner. Does not dominate discussion.	Participates in the discussion but occasionally has difficulty accepting challenges to his ideas.	Student shows little respect for the class by speech and manner. Rarely takes active role.	Student shows lack of respect for members. Often dominates the discussion. Does not play an active role in discussion.

<b>Evaluation Dimensions</b>	<b>Advanced 3</b>	<b>Proficient 2</b>	<b>Competent 1</b>	<b>Needs Improvement 0</b>
<b>5. Proactiveness, Initiativeness</b>	Was a self-starter; consistently sought new challenges.	Worked without extensive supervision; in some cases, found problems to solve.	Had little observable drive and required close supervision.	Had no observable drive and required close supervision.
<b>6. Overall Understanding and Creative Thinking</b>	Shows a deep understanding of the topic. Frequently proposed innovative and creative ideas, solutions, and options.	Shows a limited understanding of the topic. Normally set his own goals and tried to exceed requirements; offered some ideas.	Shows a superficial understanding of the topic. Suggested no new ideas or options.	Shows no understanding of the topic and no argument. Suggested no new ideas or options.
<b>7. Ethical Reasoning</b>	Understands claims of ethical theories; Follows beliefs where reason leads, even if contrary to one's own ethics.	Begins apply ethical theory tentatively. Concedes existence of beliefs of others.	Does understands few points of ethical theories; Most of the beliefs centered on himself.	Does not understand main points of ethical theories; Beliefs centered entirely on self; Ethical awareness is relative and subjective.
<b>8. Work Attitude, Understanding the Job Task</b>	Able to understand the priority of the work and meets all requirements for the job task.	Meets most of the requirements for the job task.	Meets some, but not all of the requirements for the job task.	Showed no interest in meeting standards. Does not meet the requirements of the job task.
<b>9. Self Review and Improvement Ability</b>	The student recognizes all of the challenges. Articulates all of the necessary actions to accomplish.	The student recognizes the challenges and articulates the actions to accomplish the plan.	The student does not recognize the challenges or is unrealistic about what it take to accomplish.	The student did not articulate the actions to accomplish the task.
<b>10. Global Perspective</b>	Evaluates and applies diverse perspectives to complex global subjects in the face of multiple conflicting positions.	Synthesizes other perspectives when investigating global subjects.	Identifies and explains multiple perspectives when exploring global subjects.	Unable to identify multiple perspectives. Maintaining a value preference for own positioning in global subjects.