

Student name: \_\_\_\_\_

Company: \_\_\_\_\_

Project / topic: \_\_\_\_\_

**A. Overall impression during the internship (maximum score: 100)**

Motivation and self-monitoring

(Commitment, ability to work under pressure, analytical thinking/ability to implement, initiative, willingness to take on tasks)

	maximum score 20
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Quality of work

(Analytical and conceptual skills, willingness to learn, creativity)

	20
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Way of working

(Independence, reliability, adherence to schedules, efficiency, flexibility)

	20
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Team work and customer orientation

(Ability to integrate, interpersonal skills, cooperation/intercultural competence)

	20
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Ability to communicate

(Personal manner, interpersonal skills, openness to dialogue, ability to manage conflicts)

	20
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**Total A:**



 100

**B. Report (maximum score: 100)**

Factual content

(Correctness, plausibility, critical assessment)

	30
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Composition and structure

(Logic of structure, approach, central theme, objectives and references to the topic, conclusiveness of the argumentation)

	15
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Derived results

	25
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Expression, style, grammar

(Comprehensibility, simplicity/clarity of phrases, punctuation)

	15
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Academic writing technique

(Bibliography and further indexes, way of quotation)

	15
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**Total B:**



 100

**C. Presentation (maximum score: 100)**

Content and structure

(Agenda/outline, central theme, conclusion, reference to the topic, traceability)

	40
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Visualization

(Design of the slides, text layout, proportion of text and pictures, relation between text and pictures)

	20
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Rhetoric and language

(Confidence, audience involvement, body language, posture;  
Way of speaking: pace, audibility, breaks, fluency, free speech)

	20
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Time management and behavior during the following discussion

	20
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**Total C:**



 100

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Date and signature