Employer's Assessment for Industrial Placement Students

We ask employers to provide feedback to the department at the end of student placements. This feedback is confidential and can be provided in one of the following ways:

- a free format textual report describing the student's progress and performance during the placement;
- report of an internal review;
- by completing the form below.

In any case, please provide the "Overall Rating" mark asked for at the end of this form. The information provided together with input from the Academic supervisor will form part of the assessment for students that have undertaken an industrial year as an integral part of their degree.

Please send the report to the student's Academic Supervisor who will have visited during the year, with a copy to the Industrial Year Administrator (cs-iy-admin@aber.ac.uk). Please save the completed form in pdf format and preferably it from your official company email address. If you prefer to send a paper copy, please address it to The Industrial Year Administrator, Department of Computer Science, Aberystwyth University, Penglais, Aberystwyth, Ceredigion, SY23 3DB. Please return the Assessment when the student finishes their employment and before the 31st August.

As required by the Data Protection Act 1998, any assessment that you submit about a student may be revealed to the student concerned.

Employer Questionnaire

Manager Name:

Company:

Student Name: **Position:**

Employment period:

Please rate each of the following aspects of the student's performance on a scale of 1 to 5 where 1 indicates the student did not meet expectations and 5 indicates expectations were exceeded. Add comments as appropriate.

Attendance

Time keeping/achieving deadlines

Cultural fit in the organisation

Professionalism

Commitment

Teamwork

Written communication

Verbal communication

Performance in achieving technical objectives

Please outline the key strengths of this student:

Please outline any areas where you feel improvement could be made. Are there any areas of

technical knowledge or life skills you feel could be addressed during their course of study?

Any other comments not already covered.

With no reflection on this student, is your department/company likely to take a placement student next year?

If yes, and you have not already contacted us, please email cs-iy-admin@aber.ac.uk or telephone +44 1970 622424.

Without regard for your marks or comments above, please give an overall rating for the student, by choosing one of the descriptions following.

If possible this rating should be agreed with the visiting academic supervisor, to allow for moderation of differing employer expectations.

If you feel no one category matches, you may indicate that a student falls between by choosing two, e.g. "Good-Very good".

Overall rating _____

Signed (Line Manager/ Employer)   **Date**

last updated ais 01/11/2019

Really Exceptional
The criteria for this are as for Excellent, but with achievements that go way beyond everyone's expectations (including any expectations we have for our first class students). This student will in the future probably either become a Managing Director or inspire the next technology revolution.

Excellent
All the work done by the student was of a very high quality. Work was often completed in less time than normally expected. Student has taken initiatives and performed as a graduate of several years standing. Understands technical developments and processes outside of the immediate work undertaken. Employer tempted to offer an incentive to the student to return.

Very good
A student has glowing reports from the employer, has clearly done more than the employer expected in several areas, and has real achievements during the year at least equal to what they would expect of a good recent graduate. Probably seen as a key employee that they wonder how they will do without.

Good
Employer thoroughly pleased with work done, probably comparing student favourably with other students they have taken on, keen to employ the student if they have a vacancy. The student has been prepared to take initiatives and succeeded at a number of significant challenges. The student has been a credit to the University.

Competent and professional
Employer satisfied with work done, prepared to employ the student if they have a vacancy and write them a decent reference. The student has coped with one or two significant challenges, and proved a reliable employee with proper professional attitudes. The student has certainly not damaged the reputation of the University.

Acceptable
Vast majority of work undertaken was completed to an acceptable standard. Student may have required more supervision or technical help than employer would have wished. Perhaps slow to climb the learning curve. Employer might have dumbed down some (reasonable) challenges given to the student.

Poor, but not without merit
Employer generally feels they just about have earned their salary. You/they have significant reservations about some aspects of behaviour and/or technical achievement, though. Academic supervisor would prefer it if we didn't have to have students like this.

Very poor
Some positive things to be said, but not many, and clearly the employer didn't get value. Employer may have felt like firing him/her in mid-year (but some employers never would, of course). Academic supervisor feels pretty embarrassed about the student.

Disastrous
Nothing positive to be said, and indeed may have had a negative effect on colleagues. The employer wishes the student had never arrived. Academic supervisor agrees.