ZAŁACZNIK NR 6

do zarządzenia nr 50/2021 Rektora Politechniki Śląskiej

z dnia 29 marca 2021 r.

(załącznik nr 7 do Regulaminu studenckich praktyk zawodowych)

Dated on ............................. in .............................

*(stamp or name of the Workplace)*

**CONFIRMATION**

**of the completion of the practical placement**

I confirm that under the Agreement No. ................................ Ms/Mr ......................................................., the student of Silesian University of Technology, student register number ................................., has carried out the practical placement in a period from ............................... to ...............................

**Assessment of student's implementation of the practical placement programme:**

|  |  |
| --- | --- |
| Evaluator | |
| Name: | Position in the Workplace: |
| Date: | Signature: |
| Instruction | |
| This assessment sheet is intended to summarize the student's practical placement – to make an evaluation of the implementation of the practical placement programme, as well as to obtain feedback on the student's competences in order to further improve them.  The student is assessed in each category in accordance with the grading scheme specified in the Studies regulations of Silesian University of Technology. The lowest positive grade is ‘satisfactory’. It means that the student meets certain requirements to a minimal degree, and his competences require significant improvement. Students with a ‘satisfactory’ grade need help in further development.  The highest (best) grade is ‘very good’. This grade is given to students who exceed their expectations and who are clearly distinguished by the quality of work and their competences.  ‘Fail’ is a negative grade. It means that the student does not meet the requirements specified for students carrying out the practical placement and does not have the necessary competencies to undertake professional work in a given activity. Student obtaining ‘fail’ grade for most positions may be required to repeat the practical placement.  If it is not possible to make an assessment in a given field, leave this field blank, while providing an appropriate annotation in the remarks field. | |

1. **Student’s attitude**

Independence:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Initiative and openness to change:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Attitude towards facing the problems:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Responsibility:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Commitment and conscientiousness:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

1. **Social competences and skills**

Ability to work in a team:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Ability to behave in difficult and stressful situations:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Communication skills:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Politeness and kindness; quality of contacts with colleagues, management and customers:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Willingness to critically assess own work:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

1. **Quality of work and organizational skills**

The degree of implementation of tasks planned in the professional practice programme:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Quality of tasks performed:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Timeliness of tasks performed:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Usage rate of specialist knowledge acquired during studies:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Planning and organization of work:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| *Fail* |  | *Satisfactory* |  | *Satisfactory plus* |  | *Good* |  | *Good plus* |  | *Very good* |

Remarks:

.................................................

*(signature of Workplace Tutor for practical*

*placements)*