

**Creative Media & Entertainment Program  
College of Communication, BUTLER UNIVERSITY  
770 W. Hampton Drive  
Indianapolis, IN 46208  
(317) 940-9828 FAX: (317) 940-9014  
Internship/In-Training: Final Evaluation**

Name of Intern: \_\_\_\_\_ Date: \_\_\_\_\_

Assignment Location: \_\_\_\_\_

Supervisor \_\_\_\_\_

Supervisor's Evaluation of the Intern (letter grade A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F)

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|--------------------------------|------------------------------|
| 1. Personal Appearance _____   | 7. Personality _____         |
| 2. Friendliness _____          | 8. Social Adaptability _____ |
| 3. Initiative _____            | 9. Cooperation _____         |
| 4. Dependability _____         | 10. Punctuality _____        |
| 5. Maturity & Judgment _____   | 11. Tact & Courtesy _____    |
| 6. Professional Attitude _____ |                              |

Please Answer the following questions:

1. Did the intern ask for criticism?  Yes  No

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2. Did the intern respond positively to criticism?  Yes  No

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3. Was the intern cooperative with you and other personnel?  Yes  No

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4. Were reactions of other personnel positive?  Yes  No  N/A

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5. Did the daily exposure show an overall gain of technique and ability?  Yes  No  N/A

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6. Do you believe this individual shows promise in this profession:  Yes  No  N/A

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Use reverse side for additional comments.

FINAL GRADE ( please circle ) A A- B+ B B- C+ C C- D+ D D- F

Date \_\_\_\_\_ Signature of Intern Supervisor \_\_\_\_\_