



INSTRUCTION: Please rate each item below to reflect student's performance.

NAME			RATING				
			Excellent	Good	Average	Below average	Unsatisfactory
REG. NO			5	4	3	2	1
PROGRAMME			5	4	3	2	1
No	Item	CLO	5	4	3	2	1
A EFFECTIVE COMMUNICATION		2					
1	Access information in the form of verbal and written communication						
2	Show appropriate non-verbal communication						
B POLICIES, PROCEDURES AND REGULATIONS		4					
1	Comply with the rules of the organization						
2	Understand the job procedures						
3	Health and safety awareness						
C PROFESSIONAL ETHICS		4					
1	Report handed-in on time and Verified by the supervisor						
2	Perform task in various situations						
3	Responsible behavior						
4	Accountability and integrity						
5	Ethics and protocols						
6	Time management						
7	Awareness of current issues						
D REPORTING		5					
1	The reflective journal report is written accordingly to the undertaken activities						
2	The reflective journal is updated daily						
3	The Reflective journal is written clearly and neatly						
Total Score							

Grand total:

/75

Lecturer's comment:

LECTURER'S NAME :
POSITION :
DATE OF OBSERVATION :
STAMP :

Company/organization stamp: