The kingdom of Saudi Arabia
Ministry of Education
KING ABDULAZIZ UNIVERSITY
The Applied College
Computer and Information Technology

نموذج
T7

المملكة العربية السعودية
وزارة التعليم
جامعة الملك عبدالعزيز
الكلية التطبيقية
قسم الحاسب الآلي وتقنية المعلومات

Trainee Final Evaluation

Student Name	KAU ID	Course Code	Section

	Evaluation Criteria	Report 1					Report 2				
		0	1	2	2.5	3	0	1	2	2.5	3
Evaluation of Reports	**Format of report:** Student and CO-OP info, Overall appearance and Organization of contents										
	Structure: Cover page, Description of the achieved work, Work Plan and Training overall experience.										
	Experiences: Lessons Learned, Work Description, Conclusion and Recommendation.⌞SEP⌟										
	Quality of Subject Matter: Thoroughness of Subject, Quality of Treatment, and Disclosure of Limitations.										
	Literary Quality: Grammar, Spelling and Clarity.										
	Total	/15					/15				

0 marks = Rejected, 1 mark = Poor, 2 = good, 2.5 marks = Very good, 3 marks = Excellent

	Evaluation Criteria	0	1	2	3	4
Evaluation of Final Report	**Format of report:** Student and CO-OP info, Overall appearance and Organization of contents					
	Structure: Cover page, Introduction of Organization, List of Tasks, Analysis and Conclusion.					
	Experiences: Lessons Learned, Work Description, Conclusion and Recommendation. ⌞SEP⌟					
	Quality of Subject Matter: Thoroughness of Subject, Quality of Treatment, and Disclosure of Limitations.					
	Literary Quality: Grammar, Spelling and Clarity.					
	Total	/20				

0 marks = Rejected, 1 mark = Poor, 2 = good, 3 marks = Very good, 4 marks = Excellent

	Evaluation Criteria					
Attendance	Each box represents an absence of 10 hours, please mark **X** for each absence of 10 hours. For example, if a student has a 27-hour absence two boxes will be marked **X** only and no box will be marked for the remaining 7 hours.					
		/5	/5	/5	/5	/5
	Total	/25				

	Supervisor Evaluation (25 marks)	Two Reports (30 marks)	Final Report (20 marks)	Attendance (25 marks)	Total (100 marks)
Total					