

**University of Illinois**  
**Department of Business Administration**  
**Industrial Distribution Management Program**  
**Intern Evaluation**

I would very much appreciate your evaluation of «SFname» «SLname», who served an internship with your company this past summer. The student will receive course credit for the internship. The grade received is based on completion of a paper detailing the internship assignment (50%), and on your evaluation (50%). Thus, your completion of the form is critical in finalizing the student's grade for the internship. Please use the following scale in providing your responses:

<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
Strongly Agree	Somewhat Agree	Neither Agree/Disagree	Somewhat Disagree	Strongly Disagree

(Check or fill-in the appropriate circle)	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b><i>The Intern:</i></b>					
Was always on time, never late for work, meetings or appointments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Always followed instructions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was completely reliable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Followed-up on assignments, if instructions were not understood	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was a good worker, and usually busy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was quick to learn, easy to teach	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was very interested in our business	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eager to learn how we operated	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Frequently asked questions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was friendly, outgoing, courteous	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was generally helpful (suggested ideas we might be able to use)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Completed work assignments on time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sought out additional opportunities to learn	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Was a team player, worked well with other employees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Would be a valuable addition to our full time employees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
If you had to grade the intern on his/her performance, which letter grade would you give?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Would you recommend this intern to your company as a permanent employee?                      Yes                       NO

Would you consider employing an IDM Intern during Summer 2007?                      Yes                       NO

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Please use the space below to provide any comments about the IDM intern.

Please use the space below to provide any suggestions on how to improve the IDM internship experience.