

# 2010 Internship Evaluation Form

Arkansas Newspaper Foundation

Name of intern \_\_\_\_\_  
Newspaper Employer \_\_\_\_\_  
Newspaper Address \_\_\_\_\_  
City \_\_\_\_\_, AR ZIP \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Evaluator \_\_\_\_\_ Position \_\_\_\_\_

1. On a scale of 1-5, please evaluate your intern on the characteristics below. (1 is superior, and 5 is poor.) If you don't know about a certain characteristic, please enter X.

_____ Promptness	_____ Working independently
_____ Resourcefulness	_____ Working under
_____ Maturity	_____ Working under pressure
_____ Works well with others	_____ Contribution to the organization
_____ Understanding organization's procedures	
_____ Interest in job	_____ Ability to organize
_____ Ability to learn	_____ Accepts criticism
_____ Follows directions	_____ Reliable

In your opinion, will this student succeed in the profession? \_\_\_\_\_

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2. What do you consider the intern's most significant strength? Weakness?

3. How could the intern improve his/her performance?

4. If your organization had an opening for a person with the background of this intern, would you hire him/her? Briefly, why or why not?

5. Would you be interested in having another intern in the future?

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Evaluator's Signature

Date