

**University of Wisconsin-Stout
Graphic Communications Management
Cooperative Education Evaluation Sheet**

Name _____ Number of Credits Taken: Fall _____ cr.
 Company _____ Spring _____ cr.
 Employed: from _____ to _____ Summer _____ cr.

Weight Assigned Criteria for all: A=Outstanding B=Good C=Satisfactory D=Fair F=Unsatisfactory

20% 1. Written reports submitted in a timely manner, written in clear and concise terms. Free of typo's.
 _____ First Month _____ Mid-Term _____ Final **1. Grade: _____**

35% 2. Employer's Evaluation:
 _____ Mid-Term _____ Final
 Additional Semester(s) (if any):
 _____ Mid-Term _____ Final **2. Grade: _____**

35% 3. UW-Stout GCM Class Presentation (based on Faculty/Instructor feedback).
 I. Company: _____
 _____ Number of Employees
 _____ Number of Plants/Locations
 _____ Headquarters Location
 _____ Location of Co-op
 _____ Annual Sales Volume
 _____ Market Niche (Products/Services/Customers)
 II. Co-op Position: (Title) _____
 _____ Length of Assignment
 _____ Responsibilities
 _____ Description of Experience
 _____ Samples / Examples
 III. Learning Objectives:
 _____ Objectives Described
 _____ How Well the Objectives Were Met
 III. Presentation
 _____ Appropriate Dress Date of Presentation: _____
 _____ PowerPoint Quality/Planning
 _____ Poise and Delivery _____
 _____ Enthusiasm
 Comments: _____
3. Grade: _____

10% 4. High School Class Presentation (based on HS Teacher feedback).
 _____ Outstanding _____ Good _____ Satisfactory _____ Fair _____ Poor **4. Grade: _____**

100% GCM- _____ 49 _____ cr. _____ _____ **Final Grade Assigned _____**
 GCM- _____ 49 _____ cr. _____ _____ **Final Grade Assigned _____**
Semester Year

Grade form sent _____
Month Date Year _____
Mentor Signature