

IO2 B – Guidelines for VET trainers Operative Tools

Employer's/Mentor's WBL Evaluation Form

| -GENERAL INFORMATION- | |
|---|--|
| Employer's/Mentor's name: | |
| Student's name: | |
| VET School Name: | |
| Company Name: | |
| Type of company: | |
| Type of WBL program: | |
| Name and Job description of student: | |
| Duration of WBL program: | |

| How would you rate the overall WBL experience? | | | | |
|--|-----------------|--------------------|-----------------|----------------------|
| 1 = Poor | 2 = Fair | 3 = Average | 4 = Good | 5 = Excellent |
| Please explain why: | | | | |
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| How would you rate the support provided from the VET School during the WBL program? | | | | |
|--|-----------------|--------------------|-----------------|----------------------|
| 1 = Poor | 2 = Fair | 3 = Average | 4 = Good | 5 = Excellent |
| Please explain why: | | | | |
| | | | | |

| How would you rate the communication with the responsible tutor? | | | | |
|---|-----------------|--------------------|-----------------|----------------------|
| 1 = Poor | 2 = Fair | 3 = Average | 4 = Good | 5 = Excellent |
| Please explain why: | | | | |
| | | | | |

| -EVALUATION OF STUDENT'S TRAINING- |
|---|
| Please list the WBL learning objectives as specified in the Learning Agreement and, for each learning outcome, mark |

the box in the rating scale that most closely corresponds to your assessment of the degree to which you believe that the student succeed in achieving during the WBL program. Feel free to offer comments and suggestions for changes and improvements in the spaces provided.

| | | | | |
|------------------------------|-------------------------|--|-----------------------|----------------------------|
| 1 = Very unsuccessful | 2 = Unsuccessful | 3 = Neither unsuccessful nor successful | 4 = Successful | 5 = Very successful |
|------------------------------|-------------------------|--|-----------------------|----------------------------|

| Learning Objective | | 1 | 2 | 3 | 4 | 5 |
|---|--|---|---|---|---|---|
| No: | | | | | | |
| Name: | | | | | | |
| Comments: | | | | | | |
| Suggestions for changes/improvements | | | | | | |

| Learning Objective | | 1 | 2 | 3 | 4 | 5 |
|---|--|---|---|---|---|---|
| No: | | | | | | |
| Name: | | | | | | |
| Comments: | | | | | | |
| Suggestions for changes/improvements | | | | | | |

| Learning Objective | | 1 | 2 | 3 | 4 | 5 |
|--------------------------------------|--|---|---|---|---|---|
| No: | | | | | | |
| Name: | | | | | | |
| Comments: | | | | | | |
| Suggestions for changes/improvements | | | | | | |

| Learning Objective | | 1 | 2 | 3 | 4 | 5 |
|--------------------------------------|--|---|---|---|---|---|
| No: | | | | | | |
| Name: | | | | | | |
| Comments: | | | | | | |
| Suggestions for changes/improvements | | | | | | |

| To what extend do you believe you contributed towards the achievement of the learning objectives? | | | | |
|---|-----------------------|--------------------|--------------------------|-----------------------|
| 1 = Not at all | 2 = To a small extend | 3 = To some extend | 4 = To a moderate extend | 5 = To a large extend |
| Please explain why and gives examples: | | | | |

| To what extend did the WBL program followed what was agreed on the Learning Agreement? | | | | |
|---|------------------------------|---------------------------|---------------------------------|------------------------------|
| 1 = Not at all | 2 = To a small extend | 3 = To some extend | 4 = To a moderate extend | 5 = To a large extend |
| Please gives examples: | | | | |
| | | | | |

| How would you rate the student's employability skills now that his training is completed? | | | | | |
|---|-----------------|--------------------|-----------------|----------------------|----------|
| 1 = Poor | 2 = Fair | 3 = Average | 4 = Good | 5 = Excellent | |
| | | | 1 | 2 | 3 |
| Navigating in the workplace (learning rules and performing procedures safely and effectively, learning from professionals) | | | | | |

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|---|--|--|--|--|--|
| Team Working Skills (working with others, communicating and collaborating, engagement & contribution to team tasks) | | | | | |
| Interpersonal skills (engaging with people, communicating, presenting a positive & friendly outlook to people) | | | | | |
| Interpersonal and Communication Skills (engaging with people, communicating, speaking and listening) | | | | | |
| Time management skills (punctuality, completing tasks on time, working with deadlines) | | | | | |
| Organizational skills (planning skills, target setting, prioritizing) | | | | | |
| Self-Initiative & Problem Solving skills (thinking skills, solution finding, using common sense, solving problems by identifying what you know, what you need to know and where to find this information) | | | | | |
| Information Literacy (looking for information sources for a project, figuring out trustworthy sources, figuring out the technical language) | | | | | |
| Motivation and Enthusiasm (positive personality and body language, eagerness to work, desire to learn) | | | | | |
| Assertiveness skills (showing confidence, directing others, self-awareness and control) | | | | | |
| Flexibility and adaptability skills (application to a range of tasks, ability and eagerness to manage changes) | | | | | |
| Equality and Diversity & Cultural Awareness Skills (consideration for different cultures, ensuring same treatment for all, respect) | | | | | |
| Health and Safety Knowledge (sensible behavior in the workplace, adherence to rules, awareness of Health and Safety) | | | | | |
| Personal Presentation/Appearance (appearance, manners, politeness, body language) | | | | | |
| Creativity and Innovation (coming up with new ideas, methods or products, building on other's ideas to improve something) | | | | | |

| Please rate the following according to the student's performance. | | | | | | | |
|--|-----------------|--------------------|-----------------|----------------------|----------|----------|----------|
| 1 = Poor | 2 = Fair | 3 = Average | 4 = Good | 5 = Excellent | | | |
| | | | 1 | 2 | 3 | 4 | 5 |
| | | | | | | | |
| Ability to adapt to company's work culture. | | | | | | | |
| Ability to learn through training provided. | | | | | | | |
| Ability to get along with co-workers and clients. | | | | | | | |
| Communication skills (writing, speaking, listening) | | | | | | | |
| Discipline at work (punctuality, overall behavior, personal skills). | | | | | | | |
| Responsibility and commitment. | | | | | | | |

| | | | | | |
|--|--|--|--|--|--|
| Practical skills. | | | | | |
| Sharing knowledge and lifelong learning. | | | | | |
| Teamwork. | | | | | |
| Integrity. | | | | | |
| Overall Performance. | | | | | |

Please state the most important strengths and weaknesses of the WBL program according to your experience.

| STRENGTHS | WEAKNESSES |
|-----------|------------|
| | |

Which do you think are the most important benefits that your company has gained through this program?
(Please state and shortly explain)



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Which were the most important challenges that you have encountered?
(Please state and shortly explain why)

What would you change in this program if you could?
(Please state and shortly explain why)

Please add any other comments/suggestions for improvement.



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