

No.	Learning Goals/Objectives	Below Expectation (0-55)	Meet Expectation (55-80)	Above Expectation (80-100)	Score
1	Ethics and Responsibility	Student/intern is often unable to exhibit work ethics dan responsibility, including: ● Keep confidentiality ● Being reliable and Accountable ● Dress appropriately ● Show commitment to assigned duties ● Systematic with the work hours and/or deadlines	Student/intern usually exhibits work ethics dan responsibility, including: ● Keep confidentiality ● Being reliable and Accountable ● Dress appropriately ● Show commitment to assigned duties ● Systematic with the work hours and/or deadlines	Student/intern always exhibits work ethics dan responsibility, including: ● Keep confidentiality ● Being reliable and Accountable ● Dress appropriately ● Show commitment to assigned duties ● Systematic with the work hours and/or deadlines	
2	Collaboration and Ability to Adapt	- Student/intern is often unable to exhibit strong relational skills, including: ● Openness to new ideas ● Sensitivity to people with different perspectives ● Getting along well with others - Occasionally reluctant to help. Doesn't contribute to team learning effectiveness	- Student/intern usually exhibits strong relational skills, including: ● Openness to new ideas ● Sensitivity to people with different perspectives ● Getting along well with others - Consistently cooperative. Function effectively as member of the team	Student/intern always exhibits strong relational skills, including: ● Openness to new ideas ● Sensitivity to people with different perspectives ● Getting along well with others - Outstanding in team relation. Goes the "extra mile" in team effort	
3	Oral Communication Skill	Student/intern is often unable to exhibit strong oral communication skills, including the ability to:	Student/intern usually exhibits strong oral communication skills, including the ability to:	Student/intern always exhibits strong oral communication skills, including the ability to:	

		- Clearly express ideas and deliver it with logical structure - Use appropriate techniques (body language, facial expression, voice, pace etc) in presentation - Use visual aid or technology	- Clearly express ideas and deliver it with logical structure - Use appropriate techniques (body language, facial expression, voice, pace etc) in presentation - Use visual aid or technology	- Clearly express ideas and deliver it with logical structure - Use appropriate techniques (body language, facial expression, voice, pace etc) in presentation - Use visual aid or technology	
4	Written Communication Skill	Student/intern is often unable to exhibit strong written communication skills, including the ability to: - Use a good sentence structure - Use appropriate written language with correct spelling and grammar - organize ideas logically in written report	Student/intern usually exhibits strong written communication skills, including the ability to: - Use a good sentence structure - Use appropriate written language with correct spelling and grammar - organize ideas logically in written report	Student/intern always exhibits strong written communication skills, including the ability to: - Use a good sentence structure - Use appropriate written language with correct spelling and grammar - organize ideas logically in written report	
5	Critical Thinking	- Student/intern is often unable to exhibit strong critical thinking skills, including the ability to: - Deliver key idea or point - Justify argument or solution with relevant evidence (problem solve and apply information)	Student/intern usually exhibits strong critical thinking skills, including the ability to: - Deliver key idea or point - Justify argument or solution with relevant evidence (problem solve and apply information)	Student/intern always exhibits strong critical thinking skills, including the ability to: - Deliver key idea or point - Justify argument or solution with relevant evidence (problem solve and apply information)	

		- need major help from supervisor to identify and solve problem	- Able to identify and solve simple problem independently	- Able to explore options and considers several alternative solutions when solving problems	
6	Analytical Skill	Student/intern unable to exhibit strong analytical skills, including the ability to: • choose relevant data for solving a specific problem • Analyse and use numbers and data accurately and manipulate to relevant information • Retrieve, interpret, evaluate, and interactively use data and information in different format	Student/intern usually exhibits strong analytical skills, including the ability to: • choose relevant data for solving a specific problem • Analyse and use numbers and data accurately and manipulate to relevant information • Retrieve, interpret, evaluate, and interactively use data and information in different format	Student/intern always exhibits strong analytical skills, including the ability to: • choose relevant data for solving a specific problem • Analyse and use numbers and data accurately and manipulate to relevant information • Retrieve, interpret, evaluate, and interactively use data and information in different format	
7	Knowledge and Technical Ability	Student/intern rarely capable to apply the economic knowledge/other work-related technical knowledge that he/she has acquired in getting his/her job done	Student/intern usually capable to apply the economic knowledge/other work-related technical knowledge that he/she has acquired in getting his/her job done	Student/intern is strongly capable to apply the economic knowledge/other work-related technical knowledge that he/she has acquired in getting his/her job done	
8	Working Under Pressure	Student/intern is often unable to exhibit strong ability to work under pressure, including the ability to: • Develop a prioritization strategy • Break tasks down	Student/intern usually exhibits strong ability to work under pressure, including the ability to: • Develop a prioritization strategy • Break tasks down	Student/intern always exhibits strong ability to work under pressure, including the ability to: • Develop a prioritization strategy • Break tasks down	

		● Focus on purpose of completing task ● Not afraid to ask for help ● Develop a routine	● Focus on purpose of completing task ● Not afraid to ask for help ● Develop a routine	● Focus on purpose of completing task ● Not afraid to ask for help ● Develop a routine	
9	Digital Agility	Student/intern is often unable to exhibit digital agility , including: ● Have sufficient digital/technological skill and experience to get his/her job done ● Have understanding of the relationship between process and technologies ● Willing to embrace new technology or work process	Student/intern is usually exhibits digital agility , including: ● Have sufficient digital/technological skill and experience to get his/her job done ● Have understanding of the relationship between process and technologies ● Willing to embrace new technology or work process	Student/intern is often always exhibits digital agility , including: ● Have sufficient digital/technological skill and experience to get his/her job done ● Have understanding of the relationship between process and technologies ● Willing to embrace new technology or work process	
10	Quality of Work	Occasionally careless, Make recurrent errors. Needs checking and improvement	Work meets quality standards. Completes routine assignments thoroughly and with a minimum errors. Rarely fails to meet deadlines.	Very accurate, careful and neat. Seldom makes errors on routine assignment. Meet deadlines.	
Total Score					
Average Score (Total Score/10)					