



## Work Term Report Proposal Evaluation (8 Month)

Bachelor of Science in Environmental Sciences

STUDENT NAME: \_\_\_\_\_

PROPOSAL GRADE: \_\_\_\_\_

**OUT – OUTSTANDING**  
90+%

**VG – VERY GOOD**  
80-89%

**G – GOOD**  
70-79%

**SAT – SATISFACTORY**  
50-69%

**UNSAT – UNSATISFACTORY (RESUBMIT)**  
0-49%

### **PROPOSAL (20% of FINAL GRADE)**

<b>QUALITY OF PROPOSAL</b>	<b>OUT</b>	<b>VG</b>	<b>GOOD</b>	<b>SAT</b>	<b>UNSAT</b>	<b>N/A</b>
Suitability of Topic						
Background						
Research question/goal(s)/objective/product						
Methods						
Anticipated results and significance						
References						
Overall Impression						

**EVALUATOR'S COMMENTS:**



**Co-operative Education Evaluation of 8 Month Interim Assignment**  
Bachelor of Science in Environmental Sciences

STUDENT ID NUMBER	STUDENT NAME	WORK TERM SEMESTER	WORK TERM NUMBER

EVALUATED BY	MAJOR	EMPLOYER

TITLE OF REPORT	

INTERIM ASSIGNMENT (2 PARTS) (30%)  
(OUT, VG, G, SAT, UNSAT) \*

**PROPOSAL GRADE (20%):**

**PART 1 – ANNOTATED BIBLIOGRAPHY**

QUALITY OF CONTENTS	OUT	VG	GOOD	SAT	UNSAT	N/A
Referencing Style						
Discussion of Sources						
Appropriate Number of References						
Overall Impression						

**PART 2 – FIRST DRAFT (OF FINAL WORK REPORT)**

QUALITY OF CONTENTS	OUT	VG	GOOD	SAT	UNSAT	N/A
Introduction and background						
Method/approach/techniques/execution						
Tables, figures, and appendices (if any)						
Literature cited/references						
Overall Impression						

**\* EVALUATION GRADE CODES:**

<b>OUT – OUTSTANDING</b> 90%+	<b>VG – VERY GOOD</b> 80-89%	<b>G – GOOD</b> 70-79%	<b>SAT – SATISFACTORY</b> 50-69%	<b>UNSAT – UNSATISFACTORY (RESUBMIT)</b> 0-49%
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**SEE PAGE 2 FOR EVALUATION OF OVERALL QUALITY OF INTERIM ASSIGNMENT AND EVALUATOR’S COMMENTS**

**OVERALL QUALITY OF INTERIM ASSIGNMENT**

<b>QUALITY OF PRESENTATION</b>	<b>OUT</b>	<b>VG</b>	<b>GOOD</b>	<b>SAT</b>	<b>UNSAT</b>	<b>N/A</b>
Writing Style and Clarity						
Grammar/Spelling/Punctuation						
Layout						

**\* EVALUATION GRADE CODES:**

**OUT – OUTSTANDING**      **VG – VERY GOOD**      **G – GOOD**      **SAT – SATISFACTORY**      **UNSAT – UNSATISFACTORY (RESUBMIT)**  
90%+                      80-89%                      70-79%                      50-69%                      0-49%

**EVALUATOR’S COMMENTS:**

**LATE SUBMISSIONS:**

Students that submit their interim assignment late will be penalized.



## Co-operative Education Evaluation of 8 Month Final Work Term Report

Bachelor of Science in Environmental Sciences

STUDENT ID NUMBER

STUDENT NAME

WORK TERM SEMESTER

WORK TERM NUMBER

EVALUATED BY

MAJOR

EMPLOYER

TITLE OF REPORT

OVERALL EVALUATION GRADE  
(OUT, VG, G, SAT, UNSAT) \*

**PROPOSAL GRADE (20%):**

**INTERIM WORK REPORT GRADE (30%):**

LETTER OF SUBMITTAL	OUT	VG	GOOD	SAT	UNSAT	N/A
Summary of responsibilities and duties performed						
Critical analysis of strengths and areas for development						
Discussion of learning objectives including barriers and opportunities						
Plan for addressing professional development needs						
Goals for career progression						

QUALITY OF CONTENTS	OUT	VG	GOOD	SAT	UNSAT	N/A
Executive summary/abstract						
Introduction and background						
Method/approach						
Results/outcome/findings						
Discussion/analysis						
Literature cited/references						
Overall Impression						

QUALITY OF PRESENTATION	OUT	VG	GOOD	SAT	UNSAT	N/A
Writing Style and Clarity						
Grammar/Spelling/Punctuation						
Layout						

**LATE SUBMISSION:**

Students that submit their reports late will be penalized.

**EVALUATOR'S COMMENTS**

**\* EVALUATION GRADE CODES:**

**OUT – OUTSTANDING**  
90+%

**VG – VERY GOOD**  
80-89%

**G – GOOD**  
70-79%

**SAT – SATISFACTORY**  
50-69%

**UNSAT – UNSATISFACTORY (RESUBMIT)**  
0-49%

*90-100:* An outstanding performance in which the student demonstrates a *superior* ability to motivate, develop, and use theories and/or methods to assess a contemporary issue related to the environment (or some other approved issue). Papers in this category will distinguish themselves in some important way: e.g., surprisingly innovative as well as excellent in every category

*80-89:* An excellent performance in which the student demonstrates an ability to motivate, develop, and use theories and/or methods to assess a contemporary issue related to the environment (or some other approved issue).

*70-79:* A more than adequate performance. Minor issues identified in the paper: e.g., writing, etc. All requirements fulfilled.

*50-69:* A barely adequate to adequate performance. However, some ideas/concepts are unclear or underdeveloped and/or there may be room for writing improvement, etc. For example, the paper has all the essential components but is difficult to understand. Or, alternatively, the key ideas are not easily understood.

*Below 50:* A less than adequate performance. For example, the paper does not include all of the required components. Or, alternatively, the paper is very unclear and incorrectly executed.