



Université d'Ottawa | University of Ottawa

Département de criminologie | Department of Criminology

120 rue Université, Ottawa Ontario

STUDENT AUTO FINAL EVALUATION

Department of Criminology

University of Ottawa

NAME OF STUDENT:

NAME OF ORGANIZATION:

NAME OF THE FIELD SUPERVIOR:

THE EVALUATION GUIDELINES ARE AS FOLLOWS:

A rating of **SURPASSES EXPECTATIONS** indicates an exceptional performance and highlights your strengths.

A rating of **MEETS EXPECTATIONS** indicates a good performance and should be used when you have met the objectives.

A rating of **IN PROGRESS** indicates a satisfactory performance requiring additional experience and practice. It should be used when you are on your way to meeting the expectation.

A rating of **DOES NOT MEET EXPECTATIONS** indicates an unsatisfactory performance and is used when the objective has not been met.

Briefly describe any changes to your objectives, responsibilities and activities since the signing of the Field Placement Agreement.

Please evaluate your performance in relation to your learning objectives as outlined in the Field Placement Agreement. Please copy the objectives of the Agreement in the table below. Justify your rating in the comment section.

	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess	Comments
Objective 1						
Objective 2						
Objective 3						
Objective 4						
Objective 5						
Objective 6						
Objective 7						
Objective 8						
Objective 9						
Objective 10						
Objective 11						
Objective 12						

Evaluate the following objectives set out for all Field Placement students. They do not necessarily apply to all placement settings and are subject to interpretation. It is not necessary to comment this section of the evaluation.

Knowledge of the agency	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Understanding of the agency's purpose, structure, programs and services, etc.					
Knowledge of agency policies and standards and ability to apply such policies					
Understanding of the organizational and legislative context in which the agency functions					
Knowledge of partner, referral agencies and stakeholders that work with the organization					
Knowledge of current social, economic and political issues affecting the agency					
Knowledge of the theories, approaches, philosophies, etc. underlying the practices of organization					

Verbal Communication	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Ability to communicate verbally clearly and logically					
Ability to adapt verbal communication style to fit the context and audience					

	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Ability to combine critical analysis with common sense and professionalism when communicating verbally					

Writing skills	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Writes in a clear, accurate and concise manner					
Produces complete and accurate documents					
Writes in a structured manner					
Follows the standards of the agency when producing written documentation					
Synthesizes information from a variety of sources					
Quality of language					

Interpersonal skills	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Professional interaction with colleagues					
Professional interaction with services users					
Appropriate interaction with persons in position of authority					
Ability to actively listen to others					
Ability to establish positive rapport with service users					
Ability to work in a team and to establish					

collaborative relationships with others					
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Problem-solving skills	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Ability to handle responsibilities, duties and assignments					
Ability to analyse information					
Ability to evaluate/assess problematic situations					
Ability to identify potential solutions for a given problematic situation					

Soft skills	Surpasses expectations	Meets expectations	In progress	Does not meet expectations	Unable to assess
Punctuality and reliability					
Dress and appearance					
Time management					
Initiative and autonomy					
Ability to deal with unanticipated workload demands/crisis					
Ability to identify learning opportunities offered by the agency					
Actively engages in the supervision process					
Ability to accept and utilize feedback					
Sensitivity to issues of age, gender, class, race, culture, disabilities, etc.					
Ability to recognize own potential and limits in a professional setting					

Describe the knowledge, aptitudes, skills that you would like to develop further or that would require additional exposure.

Please discuss your areas of strength and/or exceptional work.

Field Supervisor

Student

Date