VAAL UNIVERSITY OF TECHNOLOGY
Inspiring thought. Shaping talent.

DIPLOMA IN OPERATIONS MANAGEMENT WORK INTEGRATED LEARNING
WORK EVALUATION FORM

STUDENT - FULL NAME	

CONTACT NUMBER	
EMAIL ADDRESS	

STUDENT NUMBER	
CAMPUS	

TRAINING PERIOD	FROM		TO	

COMPANY DETAILS & PHYSICAL ADDRESS	

TYPE OF PLACEMENT (TO BE COMPLETED BY LEARNER OR MENTOR)

Based on the student's work activities, which of these provide the best description of the nature of the In-service training placement. You may select more than one (1) option. Please use the space provided for additional options that are not on the list.

PLACEMENT TYPE	CHECK
Operational – Plant Operator / Technician	
Operational – Plant Operator / Process plant trainer.	
Process Plant trainee	
Operational – Plant Operator	
Operational – Plant Operator / Technician	
Operational – Plant Maintenance Operator	
Operational – Plant Maintenance operator	
Operational – Pilot Plant Operator	
Operational – Manual Labour	
Laboratory – Operator / Technical (Analysing data)	
Design – Process Design Calculations and Activities	
Project Management – Project Initiation, Execution and Management	
Other: (if none of the above is applicable please give a short description)	

EVALUATION OF TASKS FOR WORK INTEGRATED LEARNING

(TO BE COMPLETED BY MENTOR)

Explanation of evaluation scale:

POOR	UNSATISFACTORY	SATISFACTORY	GOOD	EXCELLENT
<40%	40% - 49%	50% - 59%	60% - 75%	85% - 100%
FAIL		PASS		

Tasks	Time spend on Task	Mentor Evaluation (%)	Task not available at workplace	Mentor Signature
Problem-solving **Learning Outcome:** Apply Operations Management principles to systematically diagnose and solve well-defined OPS Management problems.				
Application of scientific and engineering knowledge *Learning outcome:* Apply knowledge of mathematics, natural science and engineering sciences to defined and applied engineering procedures, processes, systems and methodologies to solve *well-defined* engineering problems.				
Engineering Design *Learning outcome:* Perform procedural design of components, systems, works, products or processes to meet requirements, normally within applicable standards, codes of practice and legislation.				
Investigations, experiments and data analysis *Learning outcome:* Conduct investigations of *well-defined* problems through locating and searching relevant codes and catalogues, conducting standard tests, experiments and measurements				

Tasks	Time spend on Task	Mentor Evaluation (%)	Task not available at workplace	Mentor Signature
Engineering methods, skills and tools, including Information Technology *Learning outcome:* Use appropriate techniques, resources, and modern engineering tools including information technology for the solution of *well-defined* engineering problems, with an awareness of the limitations, restrictions, premises, assumptions and constraints.				
Professional and technical communication *Learning outcome:* Communicate effectively, both orally and in writing within an engineering context				
Sustainability and Impact of Engineering Activity *Learning outcome:* Demonstrate knowledge and understanding of the impact of engineering activity on the society, economy, industrial and physical environment, and address issues by defined procedures.				
Individual, team and multidisciplinary working *Learning outcome:* Demonstrate knowledge and understanding of engineering management principles and apply these to one's own work, as a member and leader in a team and to manage projects.				
Independent learning ability *Learning outcome:* Engage in independent and life-long learning through well-developed learning skills				
Engineering Professionalism *Learning outcome:* Comprehend and apply ethical principles and commit to professional ethics, responsibilities and. Understand and commit to professional ethics, responsibilities				

EVALUATION REPORT (TO BE COMPLETED BY MENTOR/SUPERVISOR)

Explanation of evaluation scale:

POOR	UNSATISFACTORY		SATISFACTORY	GOOD	EXCELLENT
<40%	40% - 49%		50% - 59%	60% - 75%	85% - 100%
FAIL			**PASS**		

PLACEMENT	EVALUATION %	SIGNATURE
1. Dexterity		
2. Knowledge of techniques, procedures and materials.		
3. Safety Awareness		
4. Willingness to learn new skills		
5. Initiative		
6. Human Relations		
7. Attitude		
8. Efficiency as employee / standard of work		
9. Neatness		
10. Proficiency		

TO BE COMPLETED BY MENTOR/SUPERVISOR

Remarks on the student's professional growth and development

FINAL MARK: ……..…%

It is hereby declared that the information contained in this document is correct and that the student has done the prescribed training for the period indicated.

Name		
Designation		
Qualification		
Signature		
Date		
		Official Stamp

UNIVERSITY USE ONLY: (TO BE COMPLETED BY WIL COORDINATOR)

FINAL MARK: MENTOR:

………..%

FINAL MARK: DEPARTMENT:

………..%

Remarks:

FINAL MARK (MODERATED):

………..%

_____   _____
WIL COORDINATOR   DATE
:_____)

_____   _____
MODERATOR   DATE
:_____)