

Please describe the range of responsibility given to the intern and the kinds of tasks he or she has handled:

Please assess the change or growth that you have seen in the intern’s skills during this experience, checking only those that are applicable:

Beginning skill level					Skill	Finishing skill level				
1	2	3	4	5		1	2	3	4	5
					Writing breaking news					
					Long or investigative pieces					
					Features and profiles					
					P.R. news releases					
					Other P.R. writing					
					Creating infographics					
					Spot news photography					
					Other photo assignments					
					Copy editing, proofreading					
					Page layout, design					
					Writing for the Web					
					Other:					

Overall assessments:

Does the intern show some special talents or strengths?

Does the intern need to improve in any specific areas to be ready for entry-level professional work?

Do you have any comments or suggestions for the Journalism Department’s internship program?

Thank you again for working with us to help college students prepare to succeed in the professional world. Please mail, e-mail or fax this form to the academic supervisor listed on the front.