

**Intern Midway Evaluation Form**  
 Journalism Department, Western Washington University  
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Academic adviser:  
 Phone:  
 Email:

Date: \_\_\_\_\_  
 Name of intern: \_\_\_\_\_  
 Supervisor's name: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Nature of internship (i.e., newspaper, public relations, photojournalism): \_\_\_\_\_

**Please rate the intern on the following areas:**

1 = poor            4 = very good  
 2 = fair            5 = excellent  
 3 = average

- Quality of work
- Being on time for work or appointments
- Handling absences, if any
- Appropriate dress and manner
- Willingness to perform ALL tasks assigned
- Seeking direction as needed
- Initiative or enterprise
- Demonstrating a positive attitude
- Other:

1	2	3	4	5

**What are the intern's current strengths? Is there anything he or she has done really well or helped with so far?**

**In what areas can the intern improve during the second half of the internship? Are there any issues or concerns you have in terms of work quality, behavior, etc?**

**Is there any way the academic adviser can assist you to ensure a beneficial experience for both the intern and your organization?**