



# ALLAMA IQBAL OPEN UNIVERSITY

## (Department of Mass Communication)

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Date: \_\_\_\_\_

**Subject: PERFORMANCE/EVALUATION REPORT OF THE INTERNSHIP**

The organization is requested to send detailed Performance/ Evaluation report of the Student directly to the Mass Communication Department, AIOU confidentially.

Name of Internee: \_\_\_\_\_

Roll No: \_\_\_\_\_

S. No	Name	Excellent	Good	Satisfactory	Below average	Remarks
1.	Punctuality					
2.	Competence / Vigilance					
3.	Discipline					
4.	Confidence					
5.	Extra Effort for Communication of Assignment					
6.	Handling of Inquiries					
7.	Communication Skill					
8.	Professional Ability					
9.	Conduct / Behavior					
10.	Team Work					
11.	Independence					
12.	Responsibility					
13.	Adaptability					
14.	Creativity					
15.	Any Other					

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Authority Signature  
With Stamp