PRACTICE ASSESSMENT: PRACTICE EXAMINER EVALUATION FORM

BAC students are required to sit for periodic assessments, conducted by Practice Examiners, where they are assessed on their professional development and learning. They are asked to put together a portfolio and several reflective essays, and this work will help determine their progress through their degree program at the BAC. This form records the assessment and comments from the Practice Examiner, in conjuncture with the program Student Learning Contract (SLC) and becomes part of the student's Practice record.

TO BE FILLED OUT BY THE PRACTICE DEPARTMENT:

STUDENT NAME

STUDENT ID NUMBER

SKILL LEVEL PRIOR TO THIS ASSESSMENT

DATE OF LAST ASSESSMENT   EARNED HOURS

STUDENT PROGRAM

WERE THE FOLLOWING ASSESSMENT MATERIALS RECEIVED AND COMPLETE?

WAS THE STUDENT ON TIME?

SUPERVISOR ASSESSMENT

PORTFOLIO [SELF ASSESSMENT, ESSAYS, WORK/EVIDENCE]

HAS THE STUDENT EARNED ENOUGH PRACTICE HOURS?

DIGITAL PORTFOLIO

1. PROFESSIONAL DEVELOPMENT

Describe an area/project where the student demonstrated strength/improvement, as evidenced by work shown in the the portfolio.

What challenges and opportunities for growth do you see for this student in the coming year?

Describe the roles and responsibilities assumed by the student since his/her last assessment. Short-term, long-term goals.

Please assess the student in the following areas, using the following scale:
 [4 = outstanding/exemplary; 3 = proficient; 2 = needs remediation; 1 = unsatisfactory; N/A = no opportunity to observe]

1. PROFESSIONAL DEVELOPMENT

- assumes responsibility, sets goals, can multi-task
- possesses honesty/integrity/personal ethics
- shows initiative/self-motivation and good time management
- is punctual, has good attitude
- is engaged in design culture

Select one. ☐

Comments?

2. COMMUNICATION

- speaks and writes with clarity, confidence, and concision
- makes effective presentations
- exhibits good listening and questioning skills

Select one. ☐

Comments?

2A. DESIGN SKILLS

- evaluates and solves problems effectively
- accesses, learns, and applies theoretical and practical knowledge
- brings skills and methodologies from academic work into practice work

Select one. ☐

Comments?

2B. COLLABORATION

- works effectively with others and manages conflict effectively
- helps motivate others to succeed
- understands and contributes to organization's goals
- respects diversity and diverse opinions

Select one. [ ]

Comments?

[ ]

2C. TECHNICAL SKILLS

- is showing positive development with software skills
- understands the role different technologies play in design
- understands technologies related to the execution of design projects

Select one. [ ]

Comments?

[ ]

SKILL LEVEL AFTER THIS ASSESSMENT
[NEW SKILL LEVEL] [ ]

Evaluation
Total [ ]

As Practice Examiner, I certify the outcome of this Practice Assessment as: [ ]

Click here to learn about your practice assessment outcome rating.

This Assessment was completed by:

Practice Examiner Signature

[ ]

Date

[ ]

STUDENT NEXT STEPS

STUDENT NAME

PRACTICE HOURS

If you are "short" Practice Hours, how are you planning to make up the difference?

Comments?

INCOMPLETE

If you received an 'Incomplete' during your practice assessment, you need to submit the following:

☐ Supervisor Assessment ☐ Hard Copy Portfolio ☐ Digital Portfolio ☐ Resume ☐ Essay ☐ Self Assessment ☐ Portfolio Piece

Comments?

NOTE: The Examiner and the Student agree on a set time to hand in the missing materials. A 'Practice - Assessment' STOP will be placed on your account and you will not be able to register for classes. **Practice WILL NOT process your assessment until these materials have been received.**

NO PROGRESS

If you received a 'No Progress' during your practice assessment, you need to contact Practice for an appointment with either Len Charney, Head of Practice, Ben Peterson, Director of Practice Instruction and Student Support or Johanna Rowley to set up a Contract for Educational Progress (CEP). A 'No Progress' means that 1) a significant amount of documented evidence is missing from your portfolio (process, technical work and professional work), or 2) you are not getting the experience needed at your job to qualify for skills and knowledge needed to reach Skill Set milestones.

☐ Did Not Meet Skill Level for Portfolio Review ☐ Portfolio Content

Comments?

NOTE: A 'Practice - Assessment' STOP will be placed on your account and you will not be able to register for classes. **Practice WILL NOT process your assessment until you meet with Practice, develop and sign your CEP.**

Next Steps were completed by:

Practice Examiner Signature

Date