



# Internship Progress Report

Complete this form and submit it through Blackboard. Failure to return the Internship Progress Report will result in an “Incomplete” or “Not Pass” for your internship course.

Student's Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

## SUPERVISION

---

1. Was assistance from your supervisor available to you?  
 Frequently    Seldom    Never    If needed
2. Was adequate explanation given to you concerning the behavior that was expected of you as an intern?  
 Yes    No    Sometimes
3. Was adequate explanation given to you concerning your assigned tasks?  
 Yes    No    Sometimes
4. How often did your supervisor discuss your job performance with you?  
 Weekly    Monthly    Once or twice    Never
5. Do you feel your internship experience was of value to your employer?  
 Yes    No    Sometimes

## LEARNING OBJECTIVES

---

*Take a critical look at each of the learning objectives you established at the beginning of the work term and the related action plans. Assess whether you accomplished each objective. If so, how? If not, why? (i.e., Were there barriers? Unforeseen deterrents? Change in job description? Other priorities?) Also, use the following scale to rate your accomplishment or each objective.*

**\*Kindly note for all the following questions, if your answer is yes!! Just write a briefly how did achieve it.**

1. Did you enhance the knowledge, skills, and competencies you gained during your study in the business field? If not, why not?

---

---

---

---

---

---

---

2. Do you feel more encouraged to be involved in research projects and interested in further graduate studies? If not, why not?

---

---

---

---

---

---

---



3. Do you feel that your communication, and writing skills has improved after working in the business field? If not, why not?

---

---

---

---

---

---

4. Did you feel that your analytical skills has improved after working in the business field? If not, why not?

---

---

---

---

---

---

5. Were you exposed to certain business, financial and economic aspects of business practice? If not, why not?

---

---

---

---

---

---