

	TECHNICAL UNIVERSITY OF MOMBASA		
	Document: Form	Ref No.: TUM/Form/RAA/031	
	Title: INDUSTRIAL ATTACHMENT ASSESSMENT		
	Department: REGISTRAR ACADEMIC AFFAIRS		
	Issue No. 1	Revision No. 1	Date: 10th March 2017

Name: _____ Reg. No: _____

Course: _____

Gender: Male Female Programme: Certificate Diploma Degree)

Year of Study: _____ Semester: _____

Attaching Organization: _____

Period of Attachment: From: _____ to: _____ 20_____

S/N	Assessment Criteria	Max. Marks	Marks Awarded	Remarks
1	Log Book Availability	1		
2	Log Book Usage	1		
3	Dressing -Suitability for job Assigned	3		
4	Reception of Supervisor by Attachee	2		
5	Personality & Enthusiasm	2		
6	Interpersonal Skills/Public Relations	3		
7	Knowledge of Structure of attaching organization	3		
8	Organization and Planning of day`s work	4		
9	Ability to learn & Perform Tasks	4		
10	Independence / Ability to work alone-Briefly explain how attaché accomplished some tasks/jobs all by him/herself	4		
11	Safety measures taken at workplace	4		
12	Work out-put-Tasks performed per day	4		
13	Teamwork	2		
14	Attitude towards work	2		
15	Creativity/innovation-What improvements has attaché introduced into the organization	4		
16	Punctuality & Availability	4		
17	Reliability	3		
18	TOTAL	50		
	Marks converted to Percentage- x2	100%		

Name of Assessing Lecturer: _____ Name of Org. Supervisor: _____

Signature: _____ Signature & Stamp: _____

Date: _____ Date: _____

Attaché's Signature: _____ Date: _____

