

Student Performance Evaluation
Research Laboratory

Student Name: _____
 Job Title/Role: _____
 Department: _____
 Supervisor: _____
 Semester of Review: _____

<u>Category:</u> <u>Job Performance</u>	<u>Needs</u> <u>Improvement</u>	<u>Meets</u> <u>Expectations</u>	<u>Exceeds</u> <u>Expectations</u>
1. Carries out assigned duties in a thorough and effective manner			
2. Carries out assigned duties in a timely manner			
3. Adheres to assigned schedule			
4. Follows directions/instructions			
5. Adapts to new responsibilities well			
6. Approaches job in a professional manner			
7. Arrives on time and remained during scheduled hours			
8. Takes initiative to find tasks that need to be completed			
9. Sets priorities and adjusts them as needed when unexpected situations arise			
Comments:			
<u>Interpersonal Skills</u>			
10. Shows courtesy, respect, and tact with others			
11. Demonstrates good interpersonal skills when dealing with others			
12. Demonstrates good rapport with participants			
Comments:			
<u>Communication Skills</u>			
13. Communicates verbally in a clear and effective manner			
14. Communicates in writing in a clear and effective manner			
Comments:			
<u>Ethical Conduct</u>			
15. Engages in proper data security procedures			
16. Brings any ethical concerns or issues to supervisor's awareness			
Comments:			
<u>Professional Development</u>			
17. Willingly accepted responsibility in assignments and work-related tasks			
18. Seeks out training to enhance knowledge, skills, and abilities			
Comments:			

The skill evaluation grid is based on the student’s ability to complete skills in specific research areas designated by respective supervisors in relation to the successful completion of the research experience. Evaluations should be based on a student’s current ability level and not as a comparison to other students. Some skill areas may not be demonstrated during the research experience and would be recorded as N/A.

Skill Areas	Excellent	Good	Average	Fair	Poor	N/A
Conducting Literature Reviews						
Summarizing Articles						
Generate research questions based on literature review						
Participant recruitment						
Participant scheduling						
Participant management						
Data collection						
Data entry						
Data analysis						
Interpreting results						
Demonstrate how results contribute to existing literature						
Demonstrate skills related to developing future studies based on current research experience findings						
Skills related to professional development and responsibilities						

Strengths: _____

Areas of Growth: _____

Please note and explain any disagreements with the above ratings: _____

RA Signature: _____

Supervisor Signature: _____

Date: _____

Date: _____

Corresponding DIS Letter Grade

In order to receive a letter grade of an “A”, students must score a “meets expectations” or “exceeds expectations” for at least 15 of the 18 Job Performance Areas.

A letter grade of “B” will be given to students who score a “meets expectations” or “exceeds expectations” for at least 12 of the 18 Job Performance Areas.

A letter grade of “C” will be given to students who score a “meets expectations” or “exceeds expectations” for at least 9 of the 18 Job Performance Areas.

A letter grade of “D” will be given to students who score a “meets expectations” or “exceeds expectations” for at least 6 of the 18 Job Performance Areas.

A letter grade of “F” will be given to students who score a “needs improvement” for more than 12 of the Job Performance Areas.