

Internship Report Rubric

Agricultural Leadership, Education and Communication

Category	Pts.	Comments
Introduction — 5 pts.		
Company, agency or organization — 15 pts. <ul style="list-style-type: none"> • Describe and/or explain what your organization does, its structure, etc. • Your assigned duties and responsibilities • The training and supervision you received • An overview of your experience 		
Leadership activities — 30 pts. <ul style="list-style-type: none"> • Discussion of achievement of internship objectives • Demonstrated use of leadership skills in interpersonal, group and team, and the organization • Diagnosis, development and delivery of training programs • Ethical decision making of which you were a part 		
Growth in Employability — 20 pts. <ul style="list-style-type: none"> • Professional work habits demonstrated • Professional networks established • Development of technical expertise in agricultural and/or natural resource sciences • Identification of ongoing professional and personal development needs • Assessment of your career objectives 		
Summary — 10 pts. <ul style="list-style-type: none"> • A reflection on the entire experience • Application of academic instruction to real-world situations • Facilitation of the transition from college student to full-time employment 		
Appendices — 5 pts. <ul style="list-style-type: none"> • Include a list of skills and competencies developed, nurtured and/or refined • Option inclusions <ul style="list-style-type: none"> –letters, memos, accolades received, etc. –reports, articles, brochures, etc. that you developed –other pertinent information regarding your involvement/experience 		
Grammar, spelling, writing — 15 pts.		
Total points		