|  |  |
| --- | --- |
|  | **King Fahd University of Petroleum & Minerals**  **College of Engineering Sciences**  **Mechanical Engineering Department** |

### Coop Training Student's Evaluation

### AME – A2 FORM

This Form should be filled by the AME Coop Advisor and submitted to AME Coop Coordinator before:

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date: | (dd) | | (mm) | | (yyyy) | | | |
|  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **First Name** | **Family Name** | | ------------------------------------ | ------------------------------------ | | **ID**: |  | | | | | | | | |
| **2** | **0** | **0** |  |  |  |  |  | **0** |
|  | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ACTIVITY | | | | | | | | Earned Marks | Max. Marks |
| * Promptness in Submitting the Work Plan\* | | | | | | | |  | **10** |
| No. of Weeks | 3rd | | 4th | 5th | 6th | 7th | 8th |
| Max Marks | **10** | | **8** | **5** | **3** | **1** | **0** |
| * Proactivity and Adapt for Change   The student is proactive during the coop period. He is continuously communicating with his advisor, seeking help from him, confirming the receipt of progress reports, requesting and/or suggesting means that could improve his coop experience. The student is responsive to advisor's modifications on training program, advisors' recommendations during the coop period, etc. | | | | | | | |  | **10** |
| * Promptness in Submitting Reports | | | | | | | |  | **20** |
| First PR  (Max: 4marks) | | Second PR  (Max: 4marks) | | First Draft  Max: 6marks | | Final Draft  (Max.: 6marks) | |
|  | |  | |  | |  | |
| * Progress Reports Contents Quality | | | | | | | |  | **10** |
| * Mandatory Case study\*(or equivalent based on advisors' approval)   Problem definition, proposed solution evidence that supports the case study (Photographs, Analysis, Charts, …etc), detailed analysis student contribution to the proposed solution or recommendation of possible improvement | | | | | | | |  | **20** |
| * Advisor Interview at The End of Coop | | | | | | | |  | **10** |
| * Report Writing * Student should write his report using his own words. * Report should be short and concise and not exceeding 35 pages | | | | | | | |  | **10** |
| * Industrial Experience   Acceptable industrial experience (site visits, process descriptions, equipment identifications, technical terminology etc) | | | | | | | |  | **10** |
| TOTAL | | | | | | | |  | **/100** |

\* More than **75 %** of the student work assignment should be related to the field of Mechanical Engineering. The Training Plan should be submitted to the coop advisor within the first 3 weeks of the coop period, discussed with him, and implementing his recommendations within the company constrains. For coop students beginning in the summer, send an email to you coop advisor and keep a copy of it until the coming semester for verification.

\*\* A case study is defined as a technical problem that needs an engineering solution not just a standard process.