**INTERNSHIP FINAL ASSESSMENT
QUESTIONNAIRE**

**(completed by the intern)**

The purpose of this questionnaire is to gather information regarding the internship experience you just completed.

This information is gathered to improve the organisation of the University's internship service.

**INTERNSHIP DETAILS (Section A)**

**A1** **Intern** (name and surname):

**A2** **ID number**:

**A3** **University**:

**A4** **Degree programme**:

**A5** **Company**:

**A6 Internship type**:

[ ] curricular

[ ] extracurricular

**A7 Internship beginning date**:

**A8 Internship conclusion date**:F

**INTERNSHIP DETAILS (section B)**

**B1 Were the activities carried out during your internship related to the subject of your thesis (or final exam)?**

[ ] yes

[ ] no

[ ] no answer

**B2 Which channel did you use to choose the company where you carried out your internship?**

[ ] university/placement and internship office bulletin board

[ ] personal contacts

[ ] contacts with university professors and/or tutors

[ ] personal application

[ ] I used a channel other than a different channel from those listed (PLEASE SPECIFY \_\_\_\_\_\_\_\_\_\_\_)

[ ] no answer

**INTERNSHIP ASSESSMENT (Section C)**

**C0 Which of the following actions best describes the activity carried out during the internship?**

[ ] observing the work of others

[ ] routine activities that do not require advanced skills or abilities

[ ] support activities with sufficient explanations and information

[ ] autonomous activity without excessive oversight

[ ] autonomous activity with continuous and regular verification

[ ] no answer

**C1 Below there are a few elements related to your internship experience. Could you rate your satisfaction with each of the following aspects?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  definitely yes | more yes than no |  more no than yes | definitely not |  no answer |
| **C1A** consistency of the activities carried out with the objectives of the Training Project | □ | □ | □ | □ | □ |
| **C1B** consistency of the training with your course of study | □ | □ | □ | □ | □ |
| **C1C** adequacy of your basic skills compared to the work to be done in the company | □ | □ | □ | □ | □ |

**C2 Do you think that the internship experience allowed you to develop the following skills/knowledge?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  definitely yes |  more yes than no | more no than yes | definitely not | no answer |
| **C2A** professional technical skills | □ | □ | □ | □ | □ |
| **C2B** skills in the use of specific tools or devices | □ | □ | □ | □ | □ |
| **C2C** fluency in foreign languages | □ | □ | □ | □ | □ |
| **C2D** ability to adapt to new situations | □ | □ | □ | □ | □ |
| **C2E** ability to work by objectives based on schedules and deadlines set by the company tutor  | □ | □ | □ | □ | □ |
| **C2F** ability to deal with and solve problems, offering innovative and alternative solutions in the management of a job | □ | □ | □ | □ | □ |
| **C2G** ability to work in a group | □ | □ | □ | □ | □ |

**C2bis Do you feel that the internship contributed to:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  definitely yes |  more yes than no | more no than yes |  definitely not | no answer |
| **C2bisA** acquiring professional contacts | □ | □ | □ | □ | □ |
| **C2bisB** understanding professional interests | □ | □ | □ | □ | □ |
| **C2bisC** increasing your desire to work  | □ | □ | □ | □ | □ |
| **C2bisD** inspiring you to continue your studies | □ | □ | □ | □ | □ |
| **C2bisE** growing from a human point of view | □ | □ | □ | □ | □ |

**C2ter Did you find it difficult to integrate in the work environment?**

[ ] definitely yes

[ ] more yes than no

[ ] more no than yes

[ ] definitely not

[ ] no answer

**C2quater Specify any difficulties experienced for each aspect:**

|  |  |  |
| --- | --- | --- |
|  |  yes | No |
| **C2quaterA** organisational problems | □ | □ |
| **C2quaterB** communication problems | □ | □ |
| **C2quaterC** lack of interest of the tutor | □ | □ |
| **C2quaterD** underuse of my skills | □ | □ |
| **C2quaterE** insufficient space | □ | □ |

**C3 Overall, are you satisfied with your internship experience?**

[ ] definitely yes

[ ] more yes than no

[ ] more no than yes

[ ] definitely not

[ ] no answer

**C4 If you could go back, would you repeat the internship experience?**

[ ] yes, I would do the same internship again

[ ] yes, but I would do a different internship

[ ] I would not do an internship at all

[ ] no answer

**ASSESSMENT OF THE UNIVERSITY THAT PROMOTED THE INTERNSHIP** **(Section D)**

**D1 With regards to the university that promoted the internship that you just completed, how would you rate your satisfaction with each of the following aspects?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | definitely yes | more yes than no | more no than yes | definitely not | no answer |
| **D1A** clarity of information about the internship  | □ | □ | □ | □ | □ |
| **D1B** communication and research tools for internship offers (bulletin board, website, etc.) | □ | □ | □ | □ | □ |
| **D1C** assistance and support during the internship (e.g. administrative procedures, requests for extension, illness, etc.) | □ | □ | □ | □ | □ |
| **D1D** organisation and management of the internships | □ | □ | □ | □ | □ |

**D2 Are you satisfied with the availability of the university/institution tutor that promoted the internship?**

[ ] definitely yes

[ ] more yes than no

[ ] more no than yes

[ ] definitely not

[ ] no answer

**D3 Could you rate your satisfaction with the following aspects of your internship?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  definitely yes | more yes than no | more no than yes | definitely not | no answer |
| **D3A** helpfulness/courtesy of the personnel | □ | □ | □ | □ | □ |
| **D3B** skills of the personnel | □ | □ | □ | □ | □ |
| **D3C** accessibility of the areas where the internship takes place | □ | □ | □ | □ | □ |
| **D3D** distribution of weekly receiving hours | □ | □ | □ | □ | □ |
| **D3E** advertisement of the service | □ | □ | □ | □ | □ |
| **D3F** completeness of information | □ | □ | □ | □ | □ |

**COMPANY ASSESSMENT (Section E)**

**E1 Below you will find various aspects related to the company where you did your internship. Could you rate your satisfaction with each of the following aspects?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | definitely yes | more yes than no |  more no than yes | definitely not |  no answer |
| **E1AA** completeness of the information received when starting the activity | □ | □ | □ | □ | □ |
| **E1A** adequacy of the tools at your disposal (workstation, computer, technical materials, books, etc.)  | □ | □ | □ | □ | □ |
| **E1B** relationships with colleagues and superiors | □ | □ | □ | □ | □ |
| **E1C** involvement of the people who work in the company | □ | □ | □ | □ | □ |

**E2 Who mainly followed you in the company during the internship?**

[ ] the formally assigned company tutor

[ ] other people (managers, colleagues, etc.)

[ ] no answer

**E3** **Are you satisfied with the company tutor (or other people who followed you in the company) with regards to:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  definitely yes |  more yes than no | more no than yes | definitely not | no answer |
| **E3A** willingness to discuss things |  | □ | □ | □ | □ | □ |
| **E3B** support of internship activities |  | □ | □ | □ | □ | □ |

**E4 Overall, are you satisfied with the relationship with the company tutor?**

[ ] definitely yes

[ ] more yes than no

[ ] more no than yes

[ ] definitely not

[ ] no answer

**E5 Were you paid for your internship?**

[ ] no

[ ] yes 🡪 [SPECIFY net monthly wage in euros ]

[ ] no answer

**FUTURE PROSPECTS/OPPORTUNITIES (section F)**

**F1 At the end of the internship, were you offered a position at the company where you interned?**

[ ] yes, and I accepted the offer

[ ] yes, but I did not accept the offer

[ ] no, no offer was made

[ ] no answer

[se **F1= yes, but I did not accept the offer**]

**F2 What was the main reason why you did not accept the company's offer?**

[ ] I prefer to focus on my studies and/or finish my thesis

[ ] I would like to have other experiences (other companies or sectors abroad)

[ ] for personal reasons (other commitments, family reasons)

[ ] the contract offered was unsatisfactory (type of contract, schedule, remuneration)

[ ] it was a negative experience, I don't want to stay there

[ ] other, specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] no answer

[se F1= yes, and I accepted the offer]

**F3 What kind of work position did they offer you?**

[ ] apprenticeship contract

[ ] temporary contract

[ ] fixed-term employment contract

[ ] occasional professional services contract

[ ] professional consulting contract

[ ] self-employment without any restrictions (also with VAT number)

[ ] other, specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ] no answer

**F4 Comments, suggestions for improvement and critical issues that arose during the internship** (open answer)

**F5 Duties performed and goals achieved during the internship** (open answer)

**F6 Spaces and equipment used** (open answer)

**F7 Most important lessons learned from the internship** (open answer)

**PRIVACY**

Consent to the processing of personal information.

Pursuant to art. 13 of the General Data Protection Regulation n. 2016/679, we inform you that the information collected through the completion of the questionnaire is processed using computers in order assess the internship performed and the university's internship service.

The provision of information is optional and failure to provide it makes the assessment impossible.

Independent data controllers are undefined and the Almalaurea Interuniversity Consortium.

[ ] I consent to the processing of my information

[ ] I do not consent to the processing of my information