

*Off-Campus Education* WORK EXPERIENCE  
*Student Journal Evaluation Report*

\* **At least one journal report is required for each credit or 25 hours of Work Experience**

NAME \_\_\_\_\_

DATE \_\_\_\_\_

HOURS OF WORK TO DATE

During my Work Experience course and within my current career planning I am committed to being successful. By evaluating my efforts and learning, I plan to manage my personal goals more effectively.

Within my current work experience placement:

*These are the tasks I have been completing in the past 25 hours:*

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*This is what I am **doing well** at work:*

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*This is what I can **improve** on:*

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*These are **new skills, knowledge or tasks** I have learned about : (myself , my work, co-workers, my company, safety ) ( Please circle one )*

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Do you have any **safety concerns** (physical, environmental, psychological) at work? If so, what are they:

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Do you recall any “**near miss**” incidents? Yes / No. If yes, Please describe .

Have you ever had to exercise your safety “**Right of Refusal**” at work? Yes / No. If yes, please describe.