

Name: _____

Senior Seminar/period: _____

Senior Seminar Update Sheet

Due: _____

Please check one:

_____ I have secured my Senior Seminar mentor for my internship/project

My mentor's name is: _____

My internship/project is: _____

_____ I am in the process of obtaining my mentor for my internship/project

Field of interest: _____

What I have done so far:

_____ Researched possible mentors (Discuss below)

_____ Made phone calls to possible mentors (Discuss below)

_____ Met with possible mentors (Discuss below)

_____ Sent emails to possible mentors (Discuss below)

_____ Other:

If you are still in the process of obtaining your mentor for your internship or project, please explain what you have done and what you are going to do below:

Name: _____ Period: _____

Class Participation Rubric – Obtaining Senior Seminar Internships

SCORE	EXPLANATION
10	Secured internship! Ready to go!
9	Has shown initiative in securing internship and made excellent progress toward that goal through phone calls or emails as documented thoroughly on update sheet
8	Has shown some initiative in obtaining internship and is making progress toward that goal May or may not have explained progress thoroughly on update sheet
7	Has shown little effort in obtaining internship; may not have tried to find a mentor or made appropriate inquiries via phone or email Allowed others to do work without making any individual effort to locate mentor Limited explanation on update sheet
6	Made very minimal effort; has indicated internship preference but not taken any initiative No explanation on update sheet
Below 6	No internship update handed in And/Or no effort made to obtain internship by assigned dates And/Or No explanation on update sheet

Score: _____