# THE HONG KONG POLYTECHNIC UNIVERSITY DEPARTMENT OF APPLIED SOCIAL SCIENCES

## **Professional Placement**

#### **Final Evaluation Report**

Part One <u>Bas</u>	ic Information	<u>on</u>				
Name of Student	:	English		( ) Chinese		
Student Number	:					
Program :		Bachelor of Social Work / Master of Social Work				
Mode of Study :		Full time/ Part Time	2			
Placement Period :		From(dd/mm	/yy) to(dd/m	m/yy)		
Mode of Fieldwork :		Concurrent / Block				
Agency	:					
Unit	:					
Nature of Service	:					
No. of Fieldwork Days Lost :		Nil / (Specific Reasons:	)			
Total Placement He	ours :					
Supervision Hours	:					
		Individual	Group	Total		
On-site		0	0	0		
Off-site		0	0	0		
Total		0	0	0		
Live Supervision H (*The hours have been		site supervision hours.)				
Name of Superviso	r :	Englis	h ( C	) hinese		
Telephone No. for	contact :		(Mob	ile)		
Email	:					

This report is not intended for use other than reporting student's fieldwork performance to the Department.

### Part Two Learning Experiences in the Field

I. Brief description of service carried out by the student - summary of the situations (individuals, families, groups, projects) in which the student was required to intervene; indicate the major social work tasks involved, the outcome of intervention and the learning points for the student.

II. Summary of any additional educational experiences – observational visits, case conferences, staff meetings, seminars etc.

III. Circumstances, if any, in the setting or of the student, e.g., health, which have contributed to or impeded learning.

#### Part Three Areas of Assessment

## I. <u>Professional Attitudes, Values and Behaviour</u> (25%)

(Please refer to "Assessment criteria" in Guidebook for Supervisors, and provide evidence/ observations justifying the above grading and other comments)

## II. <u>Knowledge Areas</u> (15%)

(Please refer to "Assessment criteria" in Guidebook for Supervisors, and provide evidence/ observations justifying the above grading and other comments)

## III. <u>Practice Competence (25%)</u>

(Please refer to "Assessment criteria" in Guidebook for Supervisors, and provide evidence/observations justifying the above grading and other comments)

## IV. <u>Integration of Theory and Practice</u> (25%)

(Please refer to "Assessment criteria" in Guidebook for Supervisors, and provide evidence/ observations justifying the above grading and other comments)

## V. <u>Service and Learning Accountability</u> (10%)

(Please refer to "Assessment criteria" in Guidebook for Supervisors, and provide evidence/observations justifying the above grading and other comments)

## VI. <u>Comments on the overall weaknesses and strengths of the student and recommendations for</u> <u>future development</u>

(*Please comment on the student's learning objective and the progress made, student's individual characteristics, strengths and deficits, etc.*)

### **Fieldwork Evaluation**

1. The fieldwork performance of students under the credit-based system in each sub-area should be assessed as follows:

Grade	Description	Grade Point	
A+		4.3	
А	Excellent performance	4	
A-		3.7	
B+		3.3	
В	Good performance	3	
B-		2.7	
C+	Satisfactory nonformance	2.3	
С	Satisfactory performance	2	
*F	Poor performance	0	

# C is the passing grade for fieldwork placement

2.

Summary of Fieldwork Assessment (Student must pass all 5 areas of assessment in order to pass fieldwork)					
Area of Assessment	Grade	Weighting			
Professional Attitudes, Values & Behaviour		25%			
Knowledge Areas		15%			
Practice Competence		25%			
Integration of Theory & Practice		25%			
Service and Learning Accountability		10%			

\*RECOMMENDED GRADE (A+, A, A- B+, B, B-, C+, C, F)

Supervisor	:	 (Signature)
Date	:	
Read by Student	:	 (Signature)
Date	:	

\*Subject to review of Internal Modification of Fieldwork Team and endorsement of Board of Examination.