



**Eastern  
Mediterranean  
University**

*"Virtue, Knowledge, Advancement"*

**Eastern Mediterranean University  
Faculty of Tourism**

**Internship and Career Development Program Questionnaire**

**To be completed by the intern student.**

**Program:** Internship Program

**Company:** \_\_\_\_\_

**Student No:** \_\_\_\_\_

**Student Name and Surname:** \_\_\_\_\_

**Date of Commencement:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Date of Completion:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Duration of Internship (Working Days):** \_\_\_\_\_

**Number of Employees in the Department:** \_\_\_\_\_

**Number of Overall Staff in the Company:** \_\_\_\_\_

Please give a short description of your workplace.

- We kindly ask you to answer as complete as possible in the following a set of questions.
- Your feedback will be treated confidentially and shall be used only for purposes of evaluating the internship and career development programme and for its improvement.





- Upon written request we will be pleased to share with you some analytical information based on the feedback, made anonymous, by other companies as well.
- The questions are grouped in 2 sections:

**A** – Overall Performance Summary of the Internship Program

**B** – Detailed Analysis

- Please direct the feedback form to the e-mail address below.

[internship.tourism@emu.edu.tr](mailto:internship.tourism@emu.edu.tr)

## **A. Overall Performance Summary of the Internship Program**

1. Please give a short description of the main tasks and duties you have carried out during the internship program.

2. How do you rate the overall relevance of the internship program with regard to?

<i>Please use the rating below when answering the questions.</i>				
	Excellent (4)	Good (3)	Fair (2)	Poor (1)
<b>Usefulness</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Effectiveness</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Technical Knowledge and Ability Obtained</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>General Impression of the Company</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Please add your general comments about the internship program and the hosting company.

## **B. Detailed Analysis**

1. Please give a short indication of the workplace(s) you have been working in during the internship program.

2. Which form of work-based learning did apply to your internship program?

- Work placement (*working together with other employees*) in one department and taking over some operational tasks
- Work placement (*working together with other employees*) in various departments and taking over some operational tasks
- Work shadowing (*gaining knowledge and experience by shadowing work in a department not necessarily linked to core profession or duty*)
- Participating in training sessions (*organized by the company*)
- Participating in a virtual learning environment
- Other (*Please add.*)



**3. How do you evaluate the preparation and implementation of this internship program?**

<i>Please use the rating below when answering the questions.</i>				
	<b>Strongly Agree (4)</b>	<b>Agree (3)</b>	<b>Disagree (2)</b>	<b>Strongly Disagree (1)</b>
<b>The internship entry interview with the university internship coordinator was very useful and helped me better understand my career options.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Information about the company was sufficient.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The company provided me with an excellent learning opportunity which fulfilled with my needs and expectations.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>My company supervisor gave sufficient support.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>My internship coordinator was easily reached.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The support provided in case of emerging issues was sufficient.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Please add your general comments about the internship program and the university internship coordinator.*



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**4. How do you evaluate the content of the internship provided?**

<i>Please use the rating below when answering the questions.</i>				
	Strongly Agree (4)	Agree (3)	Disagree (2)	Strongly Disagree (1)
The learning outcomes were clearly defined and communicated at the beginning of the internship.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The learning plan has been worked out and adapted where necessary to changing needs or interests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The learning outcomes proved to be realistic with regard to my already gained knowledge at university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The practical knowledge and skills provided during the internship were a perfect match with my theoretical knowledge gained at university.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**5. Please state to which level you have attained the indicated skills.**

To what extent did the internship program significantly contribute to the following learning outcomes?

<i>Please use the rating below when answering the questions.</i>				
	Strongly Agree (4),	Agree (3),	Disagree (2),	Strongly Disagree (1)
	4	3	2	1
Demonstrate competencies in food and beverage operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Learning cooking methods and apply in different products. <i>(Gastronomy)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Learn safety and hygiene regulations and applications them in hospitality operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply practical knowledge acquired in professional kitchens. <i>(Gastronomy)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Demonstrate sensitivity to maintain and protect natural and manmade resource areas in the kitchen. (Gastronomy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrate ethical behaviour in personal and professional activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrate effective oral and written communication skills with co-workers, supervisors, managers, guests, and organizational groups.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perform basic mathematical computations accurately and appropriately, regarding to purchasing, cost control, storing and accounting.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Develop problem solving skills to analyze problems, to think laterally about a problem, to identify strategic options and to evaluate the success of different strategies for operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employ appropriate information technology skills to use IT as a communication and learning tool, to access and manage information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Further improve their target language skills through reading, speaking, writing and listening within professional operations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. In case of learning outcomes changing over time during the internship, please indicate which ones have changed or needed adaptation.

<input type="checkbox"/>	Professional Skills (e.g. applying technical knowledge to provide practical solutions, business applications)
If <b>yes</b> , please explain why:	



<input type="checkbox"/>	Social skills (e.g. communication, team work)
If <b>yes</b> , please explain why:	
<input type="checkbox"/>	Self-management skills (e.g. self-leadership, time management, stress resilience)
If <b>yes</b> , please explain why:	

**7. In which way do you feel you have gained from this internship? (You may tick more than one answer.)**

<input type="checkbox"/>	Obtaining new professional knowledge.
<input type="checkbox"/>	I have gained a better understanding of linking my theoretical knowledge to practical business needs and applications.
<input type="checkbox"/>	I have gained a clear understanding of my future career plans and perspectives. ( <i>Please state your comments below.</i> )
<input type="checkbox"/>	I have gained offered/given a position as permanent/temporary staff.



<input type="checkbox"/>	I did not profit very much from this internship program. ( <i>Please indicate the reason below.</i> )

**8. How do you think this internship has helped you gain new practical work skills?**

<i>Please use the rating below when answering the questions.</i>				
	Strongly Agree (4)	Agree (3)	Disagree (2)	Strongly Disagree (1)
I have improved professional and technical skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have improved my business skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have improved my communication skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have improved my self-management skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have gained relevant new technical knowledge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have used this opportunity to advance in my career development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have gained a better understanding of connecting my theoretical knowledge from university with practical business needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have a clearer understanding of my future options, plans and perspectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Please add your thoughts and comments below.</i>				





**9. Overall, were you satisfied with the internship?**

<input type="checkbox"/>	<b>Yes, because...</b>	<input type="checkbox"/>	<b>Partly, because...</b>	<input type="checkbox"/>	<b>Not really, because...</b>
<i>Please state your explanation below.</i>					

**10. How do you rate the duration of the internship?**

<input type="checkbox"/>	<b>Too long...</b>	<input type="checkbox"/>	<b>Perfect...</b>	<input type="checkbox"/>	<b>Too short...</b>
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**11. Do you have any recommendations how to improve the internship?**

***Thank you very much for your cooperation!***