



Practical Report Rubrics

No.	Criteria	Marks
1.	Industrial placement objectives and goals	5
2.	Industrial experience skills gained/enhanced <ul style="list-style-type: none">Describe and/or explain the mission, products and services, business model, size and scope of operations of the organisation/company/business where you have your industrial placement.Describe your assigned duties and responsibilitiesProvide an overview of the training and supervision you receivedAn overview of the specific skills/abilities that were gained or enhanced – provide specific examples to support assessment.	10
3.	Industrial placement successes/failures/key lessons <ul style="list-style-type: none">Discussion of achievement or failure to achieve industrial placement objectives.Describe the culture of the organisation.Describe how you used and developed accounting/business skills and talents.Describe new opportunities or undervalued assets that you discovered during industrial placement.	30
4.	Professional development and growth <ul style="list-style-type: none">Professional work habits demonstratedProfessional networks establishedDevelopment of technical expertise in accounting/business practiceIdentification of ongoing professional and personal development needs.Assessment of your career objectives	30
5.	Summary <ul style="list-style-type: none">A reflection on the entire experienceApplication of academic knowledge to real-life situationsFacilitation of the transition from college student to full-time employmentInclude a list of skills and competencies developed, nurtured and/or refined.	10
6.	Grammar, spelling, writing	15
	Total	100