



In order for a co-op student to achieve career success, it is important to develop the practice of periodically stepping back to evaluate learning activities and experiences. Reflection is the process that helps the student connect the co-op experience with academics.

This is done by looking back at what has recently taken place and determining how these activities and experiences impact academic and career success. Reflection will help the student understand why the term cooperative education was coined as opposed to cooperative work. Reflective thinking is the key that allows work experience to become educative.

This form must be completed and returned to your faculty mentor at the end of each quarter.

Student name Student ID# Major
Company name Academic quarter Year
Co-op job title Hours worked/week Wage/hr

Briefly describe your normal activities in this co-op position

For each skill listed below, please rate on a scale from 1 to 4 the extent to which that skill was IMPROVED during your co-op experience

4 = Greatly improved 3 = Improved 2 = Stayed the same 1 = Not applicable

VERBAL COMMUNICATIONS: my ability to organize and communicate ideas and information to the appropriate listener and situation

4 3 2 1

Share an example

WRITTEN COMMUNICATIONS: my ability to communicate ideas and information in written form such as in correspondence, email, and reports

4 3 2 1

Share an example

PROBLEM SOLVING: my ability to recognize and respond to work related problems

4 3 2 1

Share an example

