How to Complete a Work Progress Report

STEP 1: Login
STEP 2: Go to Surveys
STEP 3: Find Correct Survey

STEP 4: Start Survey
NOTE: STAR method will be required to answer questions in the evaluation survey. See below for tips on STAR method.
Behavior Based Questions

1. I am being challenged to identify/analyze problems and make decisions
   - Strongly Agree
   - 1
   - 2
   - 3
   - 4
   - 5
   - Strongly Disagree

2. Provide an example of a time you were challenged to identify/analyze a problem and make a decision at your internship. Use STAR Method to answer question.

3. I am being asked to present information orally or in writing
   - Strongly Agree
   - 1
   - 2
   - 3
   - 4
   - 5
   - Strongly Disagree

4. Tell us about a time you were asked to present information orally or in writing at your internship. Use STAR Method to answer question.

5. I am collaborating with others, and being challenged to examine both my own viewpoint and that of others
   - Strongly Agree
   - 1
   - 2
   - 3
   - 4
   - 5
   - Strongly Disagree

6. Provide an example of a time you were collaborating with others, and were challenged to examine both my own viewpoint and that of others at your internship. Use the STAR Method to answer.

7. I am being asked to utilize technology while completing tasks
   - Strongly Agree
   - 1
   - 2
   - 3
   - 4
   - 5
   - Strongly Disagree

8. Please describe a time when you were asked to utilize technology to complete tasks at your internship. (Software, equipment, and etc.) Use the STAR Method to answer.

9. I am witnessing and/or increasing my understanding of effective leadership skills
   - Strongly Agree
   - 1
   - 2
   - 3
   - 4
   - 5
   - Strongly Disagree
5. Provide an example of a time when you witnessed and/or increased your understanding of effective leadership skills at your internship. Use STAR Method to answer.

6. I am learning about professionalism

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<tr>
<th>Strongly Agree</th>
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7. Describe a situation in which you learned about professionalism at your internship. Use STAR Method to answer.

8. This internship is helping me better understand my professional strengths, interests, and values.

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9. Provide an example including evidence of how you understand and/or use them in your internship (must be different from previous work progress reports).

10. I am learning to understand and value differences in cultures, races, ages, genders, sexual orientations, and/or religions at my internship.

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<th>Strongly Agree</th>
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11. Provide an example of how you are learning to understand and value differences in cultures, races, ages, genders, sexual orientations, and/or religions at my internship. Use STAR Method to answer.

12. Do you feel comfortable meeting with your supervisor when you have a question or concern?

- Yes
- No
- Sometimes

13. Do you feel your supervisor provides you with feedback that allows you to improve and be successful as an intern?

- Yes
- No
TO FIND STAR METHOD INSTRUCTIONS

[Image of a webpage from the Handshake platform, showing a search bar and options for Trending Jobs at University of Wisconsin, Upcoming Events at University of Wisconsin-La Crosse, and Jobs Near Your School.]

[Text search bar: Please indicate any questions or concerns about your internship.]

[Options: My School, Appointments, Resources, Experiences, Surveys]