



College of Computer and Information Science (CCIS)

Develop at least two goals based on one or more of the following:

Career Management, Technical Knowledge, Programming, or Personal

<http://www.ccs.neu.edu/co-op/portfolio/indexCurriculumRubric.html>

Save this copy for your own record/reference. e-mail a copy to your Co-op Faculty Coordinator

10/15/09



College of Computer and Information Science (CCIS) Goal Planning Worksheet

PART II: GOAL SETTING

Student First Name

Last Name

Student's e-mail address:

Select Major

Please make a selection

Year of graduation

Please make a selection

Co-op faculty coordinator

Please make a selection

Use this form to set goals at the beginning of a co-op assignment.

Please set a minimum of 2 goals, related to the CCIS rubric criteria.

Dates of Co-op/or Internship

Select the time period of your assignment.

Please make a selection

Other

Year Please make a selection

Employer and Department

(Maximum characters allowed: 100)

Job Title

(Maximum characters allowed: 100)

GOAL and/or WORK EXPECTATION #1:

(Required)

Criteria Addressed in the Goal

Which specific criteria from the CCIS rubric is being addressed in this goal?

<http://www.ccs.neu.edu/co-op/portfolio/indexCurriculumRubric.html>

Please make a selection...

If you select "Other" above,

please complete the following by specifying what other area(s) not in

the master list:

Description:

How do you plan to address this criteria in this co-op job?

(Maximum characters allowed: 3,000)

Success Criteria:

How will you know you have achieved the goal? Please include a description of either an artifact(s) or

work product(s) you think will provide evidence that you have achieved this goal.

(Maximum characters allowed: 3,000)

Target Completion Date:

(Maximum characters allowed: 50)

GOAL and/or WORK EXPECTATION #2:

(Required)

Criteria Addressed in the Goal

<http://www.ccs.neu.edu/co-op/portfolio/indexCurriculumRubric.html>

Which specific criteria from the CCIS rubric is being addressed in this goal?

Please make a selection...

If you select "Other" above, please complete the following by specifying what other area(s)

not in the master list:

Description:

How do you plan to address this criteria in this co-op job?

(Maximum characters allowed: 3,000)

Success Criteria:

How will you know you have achieved the goal? Please include a description of either an

artifact(s) or

work product(s) you think will provide evidence that you have achieved this goal.

(Maximum characters allowed: 3,000)

Target Completion Date:

(Maximum characters allowed: 50)

GOAL and/or WORK EXPECTATION #3:

(Optional)

Criteria Addressed in the Goal

<http://www.ccs.neu.edu/co-op/portfolio/indexCurriculumRubric.html>

Which specific criteria from the CCIS rubric is being addressed in this goal?

Please make a selection...

If you select "Other" above, please complete the following by specifying what other area(s)

not in the master list::

Description:

How do you plan to address this criteria in this co-op job?

(Maximum characters allowed: 3,000)

Success Criteria:

How will you know you have achieved the goal? Please include a description of either an artifact(s) or

work product(s) you think will provide evidence that you have achieved this goal.

(Maximum characters allowed: 3,000)

Target Completion Date:

(Maximum characters allowed: 50)

PART III : OPTIONAL STUDENT AND EMPLOYER FOLLOW UP

Did you have a chance to review your goals and expectations with your manager?

Please make a selection... **Yes/NO**

Any suggestions from your manager/supervisor?

No Signature(s) required.

Suggested to think of possible relevant projects I might be interested in for the company.

Suggested to think of possible relevant projects I might be interested in for the company.

Save this copy for your own record/reference. e-mail a copy to your Co-op Faculty Coordinator

To use the "Submit" button, you must be working from a system in which you have access to a default mailing system in the background.

If NO, under the Page section on the top right, "Save As" and mail this .pdf as an attachment to:

m.simms@neu.edu

and to your Faculty Co-op Coordinator.