

The work-integrated/*in vivo* learning **progress assessment instrument**  
 for module/subject name (code)

**Name of Unisa representative (*Monitor*):** \_\_\_\_\_

**Details of the student being monitored:**

Surname: \_\_\_\_\_ Name & initials: \_\_\_\_\_

Student No: \_\_\_\_\_ Identity No: \_\_\_\_\_

Date of visit: \_\_\_\_\_ Signature: \_\_\_\_\_

Where was the monitoring done? \_\_\_\_\_

A synopsis of the student's academic background:  
 \_\_\_\_\_  
 \_\_\_\_\_

Date of first registration for ANH301A: \_\_\_\_\_ Duration \_\_\_\_\_

**Details of the current experiential/work-integrated/*in vivo* learning site:**

Name of the host organisation/  
 institution/company/ /agency: \_\_\_\_\_

Residential address: \_\_\_\_\_  
 \_\_\_\_\_

Postal code: \_\_\_\_\_

Postal address: \_\_\_\_\_  
 \_\_\_\_\_

Postal code: \_\_\_\_\_

Telephone number: ( ) \_\_\_\_\_

Internet address / URL: \_\_\_\_\_

Record a synopsis of the scope/nature of the host organisation:  
 \_\_\_\_\_  
 \_\_\_\_\_

List other students at the host organisation (if from Unisa — indicate student No(s), if from another university — indicate which):  
 \_\_\_\_\_  
 \_\_\_\_\_

Organisation	Duration	Full-time	Part-time	Voluntary	Own placement	Unisa placement

What were/are your major problems/obstacles in getting your experiential/work-integrated/*in vivo* learning done?

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Could you do everything expected by Unisa at your current host organisation?  
Explain:

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What would you like to be different at your current host organisation if you could have your say?

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	Yes	No	Comment
Were/are you satisfied with the orientation and process of work-integrated learning at Unisa?			
Did/do you receive any additional training other than the Unisa requirements?			
Do you have a specific supervisor and/or mentor at the current company?			
Are you satisfied with the supervisor and/or mentor?			

**A synopsis of the student's comments about her (his) experiential/work-integrated/*in vivo* learning:**

How did you and your host organisation agree on your learning programme?

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How satisfied are you with the training you received?

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How is the relationship with your host organisation and/or mentor?

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Do/did you experience any specific problems with/at the host organisation(s); the regional office; and/or the School of Agriculture & Life Sciences at Unisa?

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**Record of the student's progress with module/subject (code)**

Job Log Sheets	Completed	In Progress	Comments
List of areas needing exposure to			

Projects	Completed	In Progress	Comments
List of project to complete			

Portfolio	Completed	In Progress	Comments
List elements required			

Certificates of practicals passed	Completed	In Progress	Comments
List of practicums			

**Details of the workplace supervisor (mentor) for the experiential/work-integrated/*in vivo* learning:**

Surname: \_\_\_\_\_ Title: \_\_\_\_\_ (Dr/Ms/Mrs/Mr)  
 Initials and name: \_\_\_\_\_ Job title: \_\_\_\_\_  
 Telephone No: ( ) \_\_\_\_\_ Fax number: ( ) \_\_\_\_\_  
 Cellphone number: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Highest qualification: \_\_\_\_\_  
 Professional registration(s): \_\_\_\_\_  
 Years and scope of experience: \_\_\_\_\_

Are you willing/interested to serve on the advisory committee of the qualification/programme, which meets about once per annum?

YES	NO
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How do you fulfil your task as supervisor and/or mentor of the Unisa student — own time, part of performance contract?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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What specific training do students receive/undergo?

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	Yes	No	Comment
Did you have clarity of what is expected from you by Unisa?			
Did you receive the supervisor's guides from the student?			
Are you satisfied with the service/contact from the regional Unisa office?			
Are you satisfied with the service/contact from the School of Agriculture & Life Sciences at Unisa?			
Are you satisfied with the Unisa student(s) undergoing experiential learning with you?			

What future experiential/work-integrated/*in vivo* learning opportunities exists at the organisation?

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**We recommend that this section of the monitoring report is completed after the on-site visit, from notes taken during the monitoring visit.**

Record a summary of the discussion with the workplace supervisor (mentor) as well as your observations:

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Record a summary of the interview with the student about her (his) *in vivo* learning and in particular your feedback to the student:

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Record any observations about developments in the \_\_\_\_\_ field that might in future influence the work-integrated/*in vivo* learning of the qualification:

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Any other observations/comments/concerns:

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**Your experiences during the monitoring and critical reflection thereon**

Descriptive narrative — write down what you as Monitor experienced while doing the monitoring, as well as what you sensed and how you felt about it:

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