

Part 2—Communication Plan

Intern What will be your method for monitoring your own progress and success? (1:1's, status reports, etc)	Intern's Suggestions for Learning Activities Identify possible on-the-job learning activities and resources for achieving your goals or skill development.	Coach's Comments What will be your method for monitoring your intern's progress and success on these goals/objectives? Also, mention learning areas for skill development.

Tracking List each goal/objective and results for each.	Intern's Comments Provide feedback and lessons learned of what you feel worked well and what you would have changed.	Coach's Comments Provide feedback and lessons learned of what you feel worked well and what you would have changed.

Part 3— Overall Summary of Results

Result's Summarize key accomplishments and learnings achieved during the internship.	Intern's Comments Provide feedback and lessons learned of what you feel worked well and what you would have changed.	Coach's Comments Provide feedback and lessons learned of what you feel worked well and what you would have changed.