

NEW YORK CITY COLLEGE OF TECHNOLOGY
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Prof. Charles Scott and Prof. Norma Lee Chartoff

ENTERTAINMENT TECHNOLOGY -- FINAL INTERNSHIP EVALUATION

Semester: Spring Date: 5-2-17

Name of Student Matthew Durkin

Course/Section#: ENT 4900/4901 Internship

Organization: Bay Ridge Preparatory Upper School - Music & Theatre Dept

Address: 7420 4th Avenue, Brooklyn

State: NY Zip: 11209

Name of Internship set design and construction for musical

Supervisors DEAN J. BEVILACQUA ^{SET CONSTRUCTION} _{+ DESIGN} ^{Director} Title: Aaron Patterson, music director

Email: dbevilaqua@bayridgeprep.org apatte@bayridgeprep.org

Telephone: (718) 833-5839 (school #) 717.448.1723 (cell)

To Supervisor and Student: Fieldwork is an essential part of the requirements of the internship for the Entertainment Technology Department. The internship supervisor is responsible for evaluating the performance of students in the internship. The evaluation should be a joint process and filled out after a conference between the internship supervisor and the student. The evaluation should be returned to the New York City College of Technology- Entertainment Technology Department no later than the third week of December or May, so that the student can be assigned a final grade and receive appropriate credit for the Internship. - Thank you for your cooperation.

1. **Internship Assignment:** Describe the intern's assignment. Include the function of the job area to which the intern was assigned and the specific service provided by the intern.

Matt was asked to aid in the conceptualization, design and construction of the main set and several props for our Spring Musical, "You're a good Man Charlie Brown."
He also facilitated the selection of lumber, tools and other needed materials while assisting both supervisors.
Matt also prepped all tools and did many touch-ups and final additions and detailed improvements to the sets, props and tool cabinets.

2. **Supervision:** What form of supervision was given to the student?

Weekly conferences *in-person & through email, 3-4 times a week*
 Bi-weekly internship meetings, etc.
 Other (please explain) _____

What was the student's attitude toward, and reaction to, supervision?

Excellent Very Good Satisfactory Poor

3. **Intern's Work Skills:** Evaluate the student's participation in the Internship as evidenced by the following:

a. Intern's attendance and preparation for internship:

Excellent Very Good Satisfactory Poor

b. Intern's response to the organization's requirements (record keeping, attendance at meetings, supervision etc.):

Excellent Very Good Satisfactory Poor

c. Intern's interest in and ability to understand the organization's function:

Excellent Very Good Satisfactory Poor

d. Intern's use of time:

Excellent Very Good Satisfactory Poor

e. Intern's relationship to staff:

Excellent Very Good Satisfactory Poor

f. Intern's relationship to (customers, clients): *student acts and stage crew; other*

Excellent Very Good Satisfactory Poor *faculty*

4. **Additional comments:** Describe and evaluate intern's use of other learning experiences. (Attendance at workshops, training sessions, consultation with staff, use of literature, pamphlets, manuals and computer or other equipment provided by the organization).

Matt viewed several safety videos required by the school on worksite actions, tool usage and worker-safety. He also read and processed numerous sets of directions for tools and conversations with our musical director, co-directors, set designers, choreographers and entire production staff. He also was extremely conscientious and diligent towards all tasks often taking inspired initiative. In short, Matt was an invaluable asset to the production and school and was a pleasure to work with.

5. If asked, would you accept this intern for an additional semester? Yes No


6. How many hours did the intern work this semester? 170

7. Intern's final rating:

Excellent Very Good Satisfactory Poor

Dean J. Berilacqua, MSED, MS, PD
Intern Supervisor's Signature

TO THE INTERN: I have read and received a copy of this evaluation.


Student Intern's Signature

Please note: Interns are requested to sign indicating that they have read the evaluation. If the intern disagrees with the evaluation, the intern may attach a statement indicating the nature of the disagreement.