



ANNEXES





ANNEX I – Objectives by area and semester of the Study Cycle

Area: Companion Animal Clinics

4.º e 6.º Semesters
<ul style="list-style-type: none">▪ Frame knowledge, through observation and understanding of clinical acts performed in small animal clinic;▪ Learn the proper posture toward the medical staff of the receiving institution, assistants, owners and animals;▪ Integrate the acquired knowledge in the basic sciences and understand their importance in the practical application in a real work context;▪ Enrich the theoretical, practical and interpersonal skills;▪ Collect data for the preparation of the Activity Report and the subsequent final interview.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Frame knowledge in a real work context through observation, understanding and practice of assisted medical acts performed in small animal clinic;▪ Follow daily clinical routine, in order to understand the professional reality and acquire initial assessment notions of the animal, clinical decision making and clinical follow-up;▪ Learn the proper posture toward the medical staff of receiving institution, assistants, owners and animals;▪ Integrate knowledge acquired in basic, preliminary and clinical cycles and understand their importance in a real work context;▪ Enrich theoretical, practical and interpersonal skills, aiming to facilitate the future employability of the student;▪ Learn prophylaxis and preventive medicine in the scope of Public Health;▪ Collect data for the preparation of the Activity Report and the subsequent final interview.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Equine Clinics (equines, donkeys, mules)

4.º e 6.º Semesters
<ul style="list-style-type: none">▪ Framing knowledge, through the observation and understanding of the clinical acts performed, in the equine clinic;▪ Know the general practices of equine management;▪ Learn the proper posture in relation to the clinical body of the trainees, caretakers, owners and animals;▪ Know how to use techniques of identification, manipulation, containment and transport of animals;▪ Know the ethology of equine species (asinine, horses or mules);▪ Integration of the knowledge acquired in the basic sciences and understanding of its importance in the practical application, in the real context of work;▪ Enrich theoretical, practical and interpersonal skills;▪ Collect data for the preparation of the internship report and subsequent interview.
8.º e 10.º Semesters
<ul style="list-style-type: none">▪ Know the activities carried out by the Veterinarian in the equine centers/riding centers▪ To frame the knowledge in the real context of work, through the observation and understanding of the clinical procedures performed in equine clinics;▪ Monitor daily the clinical routine in order to understand the professional reality and acquire notions of initial evaluation of the animal, clinical decision making and clinical follow-up;▪ Learn the proper posture in relation to the clinical body of the trainees, caretakers, owners and animals;▪ Integrate the knowledge acquired in the basic, propaedeutic and clinical cycles, as well as to understand their importance in the real context of work;▪ To promote the theoretical, practical and interpersonal enrichment, aiming to facilitate the future professional insertion of the student;▪ Learn measures of prophylaxis and preventive medicine in the field of Public Health;▪ Collect data for the preparation of the internship report and subsequent interview.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Wild and Exotic Animal Clinics

4th and 6th Semesters
<ul style="list-style-type: none">▪ Know how to use techniques of identification, handling and containment of exotic and wild animals;▪ Recognize the healthy conditions of exotic and wild animals;▪ Know the normal behavior of exotic and wild animals as well as their changes and indicators of lack of animal welfare;▪ Frame knowledge, through observation and understanding of clinical acts performed in clinics of exotic and wild animals;▪ Integrate the acquired knowledge in the basic sciences and understand their importance in the practical application in a real work context;▪ Enrich theoretical, practical and interpersonal skills;▪ Know the exotic and wildlife management practices;▪ Collect data for the preparation of the Activity Report and the subsequent final interview.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Frame knowledge in a real work environment, through observation, understanding and practice of assisted medical acts performed in the clinic of exotic and wild animals;▪ Follow daily clinical routine in order to understand the professional reality and acquire notions of initial patient assessment, clinical decision making and clinical follow-up;▪ Integrate knowledge acquired in basic, preliminary and clinical cycles, and understand its importance in a real work context;▪ Enrich the theoretical, practical and interpersonal skills, that facilitate the future employability of the student;▪ Know the activities performed by the veterinarian in clinics of exotic and wild animals;▪ Acquire adequate clinical experience under supervision;▪ Develop reasoning of making diagnoses;▪ Know the etiology, pathophysiology, symptoms, and treatment of the most frequent affections in exotic and wild animals;▪ Know the Preventive Medicine applicable in clinics of exotic and wild animals;▪ Collect data for the preparation of the Activity Report and the subsequent final interview.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Livestock and Food-producing Animals Clinics

4th and 6th Semesters
<ul style="list-style-type: none">▪ Know the management and development of practices developed in animal farms;▪ Contribute to the management and development of animal production systems;▪ Recognize the healthy condition of animals of livestock species;▪ Know the normal behavior of farm animals, behavioral changes and indicators of lack of animal welfare;▪ Know how to use techniques of identification, handling, containment and transport of animals;▪ Develop, in collaboration with the Professors of the Curricular Units of livestock animals, a project in the field of Production Medicine.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Know the activities performed by the veterinarian in animal farms;▪ Acquire adequate clinical experience under supervision;▪ Develop reasoning of making diagnoses;▪ Know the etiology, pathophysiology, symptoms and treatment of the most frequent affections in animal farms;▪ Acquire adequate knowledge of preventive medicine in livestock species;▪ Integrate clinical knowledge as part of a security system that considers the animal as a food producing entity in the food chain;▪ Develop, in collaboration with the Professors of the Curricular Units of livestock animals, a project in the field of Production Medicine.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Animal Health

4th and 6th Semesters

- Provide an understanding of the activity of the veterinarian responsible for animal health and integrity of products of animal origin;
- Allow the perception of the existence of zoonotic infections and the importance of the veterinarian in preventing them;
- Use the appropriate terminology regarding the epidemiology of diseases, the etiology and control measures.

8th and 10th Semesters

- Recognize the use of drugs in the etiological treatment and prophylaxis of infectious and parasitic diseases;
- Organize the application of medical and sanitary prophylactic measures in the control of diseases in animal populations according to the epidemiological situation of the disease;
- Recognize the occurrence of diseases with infectious and parasitic origin as well as the zoonotic nature of some diseases and their preventive measures;
- Know the Plans of Control and Eradication of Diseases in force in our country;
 - Recognize the existence Alert Plans for certain diseases as well as Epidemic Surveillance Plans;
- Know the tools of control of food as one of the areas of intervention of the veterinarian.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Veterinary Public Health

4th and 6th Semesters

- Know the zoonotic infections and be aware of the importance of the veterinarian in the prevention of these in the animal population;
- Use the appropriate terminology regarding the epidemiology of diseases, the etiology and control measures.

8th and 10th Semesters

- Recognize the role of the veterinarian as public health promoter and agent responsible for the correct use of Veterinary Medicines, through the rational use of drugs, in general, and of antibiotics, in particular (therapeutic, prophylactic, metaphylaxis and growth promoters);
- Recognize the importance of drug residue control in food, in compliance with the concepts of Maximum Residue Limits (MRL) and Safety intervals (SI);
- Apply properly the health indicators in populations;
- Integrate the activity of the veterinarian in multidisciplinary teams in order to prevent and protect people from zoonotic infections;
- Recognize the veterinarian as a privileged entity in the prevention and protection of occupational zoonosis;
- Recognize the Promotion / Health Education as one of the main work tools in Public Health.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Animal Production

4th and 6th Semesters
<ul style="list-style-type: none">▪ Observe, record and know the feed, raw materials used and forms of feed preservation used in the farms followed;▪ Observe, record and know the dietary management in use in the farms followed;▪ Observe, record and know the holdings and equipment;▪ Observe, record and know the main diseases of nutritional origin;▪ Know how to use techniques of identification, handling, containment and transport of animals;▪ Collect productive and reproductive indicators, and make comparison with the averages of the sector.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Observe, record and analyze critically the feed, raw materials used and forms of feed preservation used in accompanied holdings;▪ Observe, record and analyze critically the feed management in use in accompanied farms;▪ Formulate typical compound feed used on the farms followed. critical analysis;▪ Analyze comparatively the facilities of the accompanied farms;▪ Relate to possible food-borne diseases with the food management of farms;▪ Relate the productive indicators and the overall management of the farm.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Sanitary Inspection

4th and 6th Semesters
<ul style="list-style-type: none">▪ Contact with the procedures and responsibilities that involve the activity of the veterinarian as Official Inspector;▪ Promote the integration in the practice of Sanitary Inspection by veterinarian;▪ Identify the functions and organizational structure of the industrial units receiving the internship;▪ Understand the organization and functioning of official veterinary services;▪ Interpret the applicable legislation;▪ Understanding the slaughter/ capture methodology and associated processing of the various species;▪ Know hygiene procedures before, during and after slaughtering/ capture;▪ Know the basic rules of hygiene applicable to the food.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Know the ante-mortem examination procedures;▪ Know the post-mortem examination procedures;▪ Recognize and briefly describe the main pathologies observed during the internship period;▪ Develop logical reasoning associated with applicable health decisions, considering the protection of Public Health and supporting these based on the law;▪ Apply legislation of the sector in particular with regard to marks of Hygiene;▪ Know the procedures for packaging of foodstuffs;▪ Apply the specific hygiene rules applicable to food manufacturing industries.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Technology and Safety of Food of Animal Origin

4th and 6th Semesters
<ul style="list-style-type: none">▪ Interpret the physical, chemical and microbiological associated with manufacturing and technological processing of food;▪ Identify, understand and describe manufacturing processes in an integrated manner, including the component of equipment, its understanding and maintenance;▪ Integrate fundamental concepts of Objective Quality of Food (inspection and quality control), Hygiene and Food Safety;▪ Integrate, interpret and implement hygiene and sanitation systems for food industries;▪ Acquire skills to implement Good Practice Codes;▪ Develop the knowledge to implement the prerequisites necessary to HACCP;▪ Acquire the necessary tools to develop HACCP plans;▪ Develop and implement HACCP systems;▪ Integrate Food Safety Systems with Quality Management Systems (ISO standard 9000: 2000);▪ Integrate knowledge to carry out HACCP audits and quality audits;▪ Analyze the applicable legislation to the sector and its implementation.
8th and 10th Semesters
<ul style="list-style-type: none">▪ Gather, analyze and present accurately the current state of knowledge on key issues and applications of Food Safety in the context of capture, production, processing and marketing at global scale;▪ Identify and assess potential risks to public health conveyed by foods;▪ Plan, implement, evaluate and validate programs of Good Practices, Food Hygiene, Food Safety, HACCP and legislative requirements applicable to food sector;▪ Participate in planning, implementation and evaluation of concrete actions in the prevention and control of diseases originating from food;▪ Produce new knowledge through participation in research studies of scientific and practical nature in the field of food safety;▪ Framing the legislation applicable to the sector in internship projects;▪ Reflect and evaluate the knowledge gained in professional practice in the perspective of improving the protection of consumer health.





ANNEX I – Objectives by area and semester of the Study Cycle (cont.)

Area: Laboratory Practice in Activities of R&D

4th and 6th Semesters

- Provide an understanding of the veterinarian's role in research or routine laboratory;
- Provide an understanding of the functioning of a laboratory in accordance with the rules implemented by the Scientific Supervisor;
- Follow and participate in activities involving the preparation of material used in the laboratory, the preparation of solutions and culture media used in the routine techniques;
- Accompany the development of laboratory techniques involved with particular attention to equipment and its calibration.

8th and 10th Semesters

- Acquire skills and develop work skills in routine or research laboratory;
- To understand the functioning of a laboratory;
- Follow and participate in activities involving the preparation of material used in the laboratory, the preparation of solutions and culture media used in the routine techniques;
- Accompany the development of laboratory techniques involved with particular attention to equipment and its calibration;
- Report on the observed results;
- If considered framed in the functioning of the laboratory by the Scientific Supervisor, the student may outline a small project in which the objective of the project would be stated, along with the techniques necessary to reach the objective and the way to implement the project.

END OF ANNEX I





ANNEX II – MINUTE OF CERTIFICATE OF PARTICIPATION IN FORMATION ACTIVITIES

(to be sent to the Scientific Supervisor by the Year VIP Supervisor)

CERTIFICATE OF PARTICIPATION IN FORMATION ACTIVITIES

(Minute)

The Commission on Veterinary Integrated Practice of the Study Cycle of Integrated Study Cycle Conducive to the Master Degree in Veterinary Medicine of the Vasco da Gama University School, certifies that (**Scientific Supervisor Name**), (**Professional Category**), holder of the ID card number _____, was the Scientific Supervisor of the Student _____ within the Veterinary Integrated Practice ____, carried out by the latter.

That internship took place between ____ and ____ of ____ of 20__ in _____ (**Receiving Institution**).

Because this is true, I hereby sign and date this declaration.

Coimbra, _____ 20__.

By the Commission of Veterinary Integrated Practice

(DOC 01/ REG_PVI)
END OF ANNEX II





ANNEX III – REGISTRATION FORM IN VIP

(To be delivered by the student at the Academic Services)

ADMINISTRATIVE SERVICES

DATE: _____

SIGNATURE: _____

STUDENT'S NAME _____
STUDENT'S N° : _____ SEMESTER: _____ ° TEL.: _____
E-MAIL: _____

I PRESENT / DO NOT PRESENT (delete as applicable) PROPOSALS FOR INTERNSHIP LOCATIONS

(Please fill in a readable form the applicable fields)

AREA of Registration (as Regulation): _____

ENTITY 1 _____
ADDRESS: _____
POSTAL CODE: _____ - _____ CITY: _____
CONTACTS: _____
E-MAIL: _____
NAME OF SCIENTIFIC SUPERVISOR: _____
POSITION OR ROLE OF THE SCIENTIFIC SUPERVISOR: _____
PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

(Fill the 2nd frame just in case you want to perform internship in more than one place)

ENTITY 2 _____
ADDRESS: _____
POSTAL CODE: _____ - _____ CITY: _____
CONTACTS: _____
E-MAIL: _____
NAME OF SCIENTIFIC SUPERVISOR: _____
POSITION OR ROLE OF THE SCIENTIFIC SUPERVISOR: _____
PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

The student's signature: _____ **Date:** ____ / ____ / ____

(Doc 02 /REG_PVI)
END OF ANNEX III





ANNEX IV – PLAN OF ACTIVITIES OF VIP

(To be delivered by the student at the Academic Services)

ADMINISTRATIVE SERVICES

DATE: _____

SIGNATURE: _____

NAME OF THE STUDENT: _____ / ____° SEMESTER
 LOCAL OF INTERNSHIP (entity): _____ TEL: _____
 NAME OF THE SCIENTIFIC SUPERVISOR: _____
 VETERINARY ASSOCIATION REGISTRATION NUMBER: _____
 CONTACT: _____
 EMAIL: _____
 PERIOD OF INTERNSHIP: FROM ____ / ____ / ____ TO ____ / ____ / ____

Objectives of the internship

Activities to be undertaken

Rubric:

The Scientific Supervisor _____

The Student _____

The Tutor _____





THE SCIENTIFIC SUPERVISOR

I declare to supervise the internship of the student identified above in accordance with the plan defined in the present document.

Signature: _____

THE STUDENT

I declare to assume the development of the internship in accordance with the plan herein described and in compliance with the guidelines of the Scientific Supervisor, of the Regulation of Veterinary Integrated Practice and the rules of the entity where the internship takes place.

Signature: _____

THE TUTOR

I declare to have knowledge of the activity plan.

Signature: _____

(Doc 03/REG_PVI)
END OF ANNEX IV





ANNEX V – MINUTE OF COLLABORATION PROTOCOL BETWEEN EUVG AND THE RECEIVING INSTITUTION



Receiving Institution Logo

COLLABORATION PROTOCOL

Between:

Vasco da Gama Cognitary Association (ACVG), hereinafter referred to as First Grantor, with facilities located at Av. José R. Sousa Fernandes, University Campus - Block B, Lordemão, 3020-210 Coimbra, with NIPC 504.263.935, represented by the President Luísa Baptista, and the ACVG Treasurer Júlio Marques, with powers for the act, as Institution Entity of the Vasco da Gama University School (EUVG), which in turn is represented by the President of the Board of Direction, Professor Doctor Humberto Rocha, hereinafter referred to as **First Grantor**;

And

A (**host entity**), hereinafter referred to as the Second Grantor, established in (address), represented herein by its Veterinarian, (professional position), hereinafter referred to as **Second Grantor**.

Considering that:

1. EUVG, a Private Higher Education Institution, whose recognition of public interest was effected by Decree-Law no. 5/2001, published in Diário da República, 1st Series A, No. 8, dated January 10, 2001, develops its activity in the field of university teaching and scientific research, teaching, among other areas, in Veterinary Sciences;
2. EUVG is authorized by the Directorate-General for Higher Education to administer the Integrated Studies Cycle Conducting the Master's Degree in Veterinary Medicine, registered with R / B-AD-921/2007, according to Order n. 9288-AL / 2007, published in the Diário da República, 2nd series, no. 97, of May 21, 2007, with the syllabus and curricular structure contained in Order No. 22 129-AE / 2007, published in the Diário da República, 2nd series, no. 182 of September 20, 2007, rectified by Declaration of Rectification no. 1286/2011, published in Diário da República, 2nd series, no. 160, of August 22, 2011;
3. _____ (add relative recital (s) to the host entity)

This collaboration protocol is hereby concluded, which is an integral part of the organization and development of the Integrated Studies Cycle Conducting the Master's Degree in Veterinary Medicine taught in the EUVG, namely, in what the curricular units of eminently practical aspect is concerned - Veterinary Integrated Practice (VIP) I, II, III, IV), shall be governed by the following clauses:





FIRST

1. Within the scope of this Protocol, the **Second Grantor** may accept up to (number) students of the Cycle of Integrated Studies Conducting the Degree of Master in Veterinary Medicine, for the accomplishment of unpaid internships for individual periods of 1 (one) month, except as provided in the following number.
2. According to the availability of the **Second Grantor**, in each year, the number of students mentioned in the previous point may be adjusted.

SECOND

1. In order to provide students with the knowledge and tools necessary for their professional performance, both Grantors undertake to make efforts, in particular, to negotiate mechanisms to select the elements responsible for the follow-up of the Students on internship.
2. For the purposes of the previous number:
 - a. The **First Grantor** will appoint a tutor from the Integrated Studies Cycle Conducting the Master's Degree in Veterinary Medicine, who will be responsible for the development and follow-up of these practical periods, which will work in close coordination with the Cooperating Scientific Adviser, appointed by the host entity;
 - b. The **Second Grantor** will make available to the students the human, technical and work environment resources necessary for the organization, monitoring and evaluation of their VIP or Curricular Internship.
3. The rules and procedures to be followed with regard to:
 - a. The. Internship objectives;
 - b. Coordination and follow-up;
 - c. Competences and responsibilities of the EUVG tutor;
 - d. Competencies and responsibilities of the Scientific Adviser in the host organization;
 - e. Selection of Scientific Advisors in the host organization;
 - f. Concrete duration of the internship;
 - g. Rights and duties of the trainee;
 - h. Evaluation of the trainee,

shall consist of a specific protocol to be signed between the Grantors and the student, in accordance with the rules of operation of the respective study cycle, taking into account the profile, technical competencies and professional qualifications defined.

THIRD

This protocol is based on a mutual communication basis and, where possible, in a spirit of reciprocity leading to the implementation as well as the action that will result from it.

FOURTH

Questions of interpretation and omission of this Protocol shall be settled by agreement between the parties.





FIFTH

1. This Protocol starts on the date of signatures and is valid for a period of 3 years, without prejudice to the provisions of the following paragraphs.
2. The parties may unilaterally resolve this protocol at any time, at least 60 days in advance.
3. This Protocol may be extended, since not denounced, by any of the involved Grantors and may be reviewed at the request of any of its Grantors.

Coimbra, _____(date)

The First Grantor

The President of Direction of
ACVG

The Treasurer of Direction of
ACVG

The President of the Board of
Direction of EUVG

(Luísa Baptista, Dr.)

(Júlio Marques, Dr.)

(Humberto Rocha, PhD DVM)

The Second Grantor

(Professional Position)

(Name)

(Doc 04/REG_PVI)
END OF ANNEX V





ANNEX VI – SUPERVISOR’S EVALUATION CHART 4th and 6th semesters
(to be delivered by the student at the Academic Services)

ADMINISTRATIVE SERVICES

DATE: _____

SIGNATURE: _____

NAME OF THE STUDENT _____ / _____° SEMESTER

LOCAL OF INTERNSHIP (entity): _____ TEL: _____

NAME OF THE SCIENTIFIC SUPERVISOR: _____

PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

This form is intended to be completed by the Scientific Supervisor in order to record the student's performance during the internship period in accordance with the evaluation grid (on the back).

The Scientific Supervisor rating is expressed on a scale of 0 to 20 and results from the arithmetic average of the ratings for each of the three groups of parameters: A, B and C.

In the field “comments/ suggestions”, besides some remarks regarding the student, it would be greatly appreciated the inclusion of all the information considered relevant regarding the organization of the internship and/or the Study Cycle.

The Council of Direction of EUVG thanks the responsiveness and availability demonstrated throughout this process highlighting the valuable contribution to the training of tomorrow's professionals.

This space is intended for your comments /suggestions:





EVALUATION GRID

Parameters	Classification (0 to 20)
A. Sense of responsibility and Interest (attendance and punctuality, motivation and interest, compliance with instructions and rules)	
B. Integration / communication capacity (integration in the dynamics of the receiving institution, cooperation with colleagues and superiors, relationships with users / customers)	
C. Strategies and Professional Posture (initiative, organization, fulfilment of planned activities, recognition of an ethical and deontological professional posture)	
FINAL CLASSIFICATION (A+B+C / 3)	

Date: _____

The Scientific Supervisor:

Signature: _____

(Doc 05/REG_PVI)
END OF ANNEX VI





ANNEX VII – SUPERVISOR’S EVALUATION CHART 8th and 10th semesters
(to be delivered by the student at the Academic Services)

ADMINISTRATIVE SERVICES

DATE: _____

SIGNATURE: _____

NAME OF THE STUDENT _____ / _____ ° SEMESTER

LOCAL OF INTERNSHIP (entity): _____ TEL: _____

NAME OF THE SCIENTIFIC SUPERVISOR: _____

PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

This form is intended to be completed by the Scientific Supervisor in order to record the student's performance during the internship period in accordance with the evaluation grid (on the back).

The Scientific Supervisor rating is expressed on a scale of 0 to 20 and results from the arithmetic average of the ratings for each of the three groups of parameters: A, B and C.

In the field “comments/ suggestions”, besides some remarks regarding the student, it would be greatly appreciated the inclusion of all the information considered relevant regarding the organization of the internship and/or the Study Cycle.

The Council of Direction of EUVG thanks the responsiveness and availability demonstrated throughout this process highlighting the valuable contribution to the training of tomorrow's professionals.

This space is intended for your comments /suggestions:





EVALUATION GRID

Parameters	Classification (0 to 20)
A. Sense of responsibility and Interest (attendance and punctuality, motivation and interest, compliance with instructions and rules)	
B. Integration / communication capacity (integration in the dynamics of the receiving institution, cooperation with colleagues and superiors, relationships with users / customers)	
C. Theoretical and practical skills (domain of theoretical concepts and techniques, ability to make suggestions / solutions)	
D. Strategies and Professional Posture (initiative, organization, fulfilment of planned activities, recognition of an ethical and deontological professional posture)	
FINAL CLASSIFICATION (A+B+C+D / 4)	

Date: _____

The Scientific Supervisor:

Signature: _____

(Doc 06/REG_PVI)
END OF ANNEX VII





ANNEX VIII - ATTENDANCE SHEET

YEAR'S SUPERVISOR

DATE: _____

SIGNATURE: _____

NAME OF THE STUDENT _____ / _____ ° SEMESTER

LOCAL OF INTERNSHIP (entity): _____ TEL: _____

NAME OF THE SCIENTIFIC SUPERVISOR: _____

PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

Days:	Month _____	Month _____	Month _____	Absence		Observations
	Presences (Rubric)	Presences (Rubric)	Presences (Rubric)	Just.	Unjust.	
1						
2						
3						
4						
5						
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29						
30						
31						

SIGNATURE OF THE SCIENTIFIC SUPERVISOR: _____

(Doc 07/REG_PVI)
END OF ANNEX VIII





ANNEX IX – EVALUATION FORM OF VIP

YEAR'S SUPERVISOR

DATE: _____

SIGNATURE: _____

NAME OF THE STUDENT:: _____ / _____° SEMESTER

LOCAL OF INTERNSHIP (entity): _____ TEL: _____

NAME OF THE SCIENTIFIC SUPERVISOR: _____

PERIOD OF INTERNSHIP: FROM _____ / _____ / _____ TO _____ / _____ / _____

This form aims to summarize the evaluation elements of the trainee student until the time of the final evaluation. It is intended to be completed by Tutor in point 1, and the Jury of the final interview, in points 2 and 3.

1. SYNTHESIS OF EVALUATION ELEMENTS

1.1 Interview preparation:

Aspects of the report to be clarified:

Verification of knowledge in the areas of:

Themes of discussion to focus:

1.2. Supervisor's Evaluation Chart

Classification attributed by the Supervisor: values

Possible observations regarding the internship period:





2. FINAL INTERVIEW

2.1 Activity Report

Indicators	Scale (values)	Classification (Values)
1. Compliance with formatting rules	0 to 1	
2. Framing of the activities regarding the objectives	0 to 1	
3. Scientific rigor in the descriptions / reports	0 to 2	
4. Synthesis ability	0 to 1	
Subtotal 1:	0 to 5	

2.2. Presentation

Indicators	Scale (values)	Classification (Values)
A. Domain of theoretical and practical knowledge	1. Correct use of technical terms	0 to 2
	2. Domain of applicable theoretical concepts	0 to 3
	3. Interpretation and critical analysis of results	0 to 3
B. Communication skills and Posture	4. Coherence between activities described in the report vs. oral presentation	0 to 2
	5. Clarity of presentation	0 to 3
	6. Proper posture	0 to 2
Subtotal 2:	0 to 15	

2.3. Interview Classification: Subtotal 1 + Subtotal 2 = **Values**

Comments:

(enclose the necessary number of pages).

The delivery of a final copy is required, corrected by the student after the interview, without which the final grade will not be disclosed: Yes No

3. FINAL CLASSIFICATION OF THE INTERNSHIP

(Final Classification = (Classification of the supervisor + 2 x Classification of the Final Interview) / 3)

Final Classification: (_____ Values)

Signature of the elements of the jury:

20

(Doc 08/REG_PVI)
END OF ANNEX IX





ANNEX X – TEMPLATE OF THE COVER (1ST PAGE) OF THE ACTIVITY REPORT



ESCOLA UNIVERSITÁRIA VASCO DA GAMA VASCO DA GAMA UNIVERSITY SCHOOL

Report of Veterinary Integrated Practice __ (I, II, III, IV)

Author
Student of the __^o Semester of
Study Cycle Leading To The
Master Degree in Veterinary Medicine

Internship Área:
Place of internship:
Scientific Supervisor:
Tutor

Coimbra, (month and year)

END OF ANNEX X





ANNEX XI – RECORD OF CASUISTRY (EXCEL SHEET)
(to be included as a mandatory annex of the Activity Report)

(Doc 09/REG_PVI)
END OF ANNEX XI

