



INTERNSHIP REPORT

Ms. Jingyi CHEN completed an internship from 1 April to 1 July 2021 in the Conference and Publications Department (C&P), under the supervision of **Mr. Jesus VICENTE, Head of Visual Identity and Graphic Design Unit.**

TERMS OF REFERENCE

The following tasks were performed during the internship:

1.	Description of tasks:
	1. Research and benchmarking design systems from other international organizations 2. Compiling and organizing all elements created to date for ITU web prototypes with the idea of starting a Design System 3. Designing and prototyping an interface in Adobe XD for a Design System portal 4. Migrating content from all adobe XD files into the new Design system 5. Helping out with any other UI related tasks the team may be performing 6. Helping with the creation of diverse promotional material, from iconsets to publication covers

PERFORMANCE

Quality of work

Demonstrated	X
Partially demonstrated	
Not demonstrated	

Analytical Skills

Demonstrated	X
Partially demonstrated	
Not demonstrated	

Applying Expertise

Demonstrated	X
Partially demonstrated	

Not demonstrated	
------------------	--

Independence

Works independently	X
Requires some checks	
Requires frequent checks	

BEHAVIOUR AND RELATIONS

Discretion

Remarkably discreet and trustworthy	X
Generally discreet	
Indiscreet	

Teamwork

Demonstrated	X
Partially demonstrated	
Not demonstrated	
Not applicable	

Relations with others

Very cooperative	X
Flexible and easy character	
Strained relations at times, undisciplined	

FINAL REMARKS

Comments by the supervisor, where appropriate and demonstrated technical competencies

We are highly impressed by the skills and commitment shown by Jingyi Chen. In her period with us she has shown great discipline and self-determination, being proactive in finding solutions to the challenges in front of her, and taking the initiative to kick -start projects, as well as getting herself involved in team work, always delivering good quality work on time.

Date: 28 / 06 / 2021

Signature: