



VIN 24700 – Intermediate Enology-Post Harvest Student/Trainee Assessment Form

Student Name _____ Student Email _____

Address _____
city state zip

Student Work Phone _____ Student Mobile Phone _____

Site Information

Business Name _____

Site Facilitator or Contact _____

Site Facilitator (if different) _____

Business Address _____
city state zip

Phone _____ Fax _____

Email address _____ Web Address _____

Number of Employees (minimum of 3) _____

Total Gallons in Production (minimum of 5000) _____

Years of experience in Business (5 year minimum) _____ Total Case Production _____

Barrel Program (optional): ___ Yes ___ No Oak Program (required): ___ Yes ___ No

Description of Wine Styles Produced _____

Return Completed Form to:

Viticulture and Enology Program
Attn: Temple Kincaid
Kent State University Ashtabula
3300 Lake Road West, Ashtabula, OH44004
Office: 440-964-4223
Email: tkincaid@kent.edu

Winery Observations

Students in VIN 24600 – Intermediate Enology, Post-Harvest are asked to assist their winery facilitator through as many of the stages of the winemaking process as possible and discuss with the facilitator strategies for best practices in winemaking. The steps of the winemaking processes, both white and red wines, are listed below. Please note the date(s) when the student assisted, if that part of the process is not currently taking place in your winery, indicate by checking the NA column. Feel free to add any additional comments you wish. It is possible to assist in more than one aspect of the process on a single visit. It is anticipated that it will take the student a minimum of 16 hours to fully emerge themselves in the winemaking process and to experience as many aspects of the process as possible. This time can be done in smaller time segments and is the responsibility of the student and their facilitator to arrange times of mutual agreement. The facilitator has full discretion to determine the extent of assistance the student is allowed.

Once all aspects of the winemaking process have been experienced and the minimum hour requirement is satisfied, the facilitator is asked to sign the completed Student Assessment form and mail/email to Temple Kincaid (tkincaid@kent.edu), Administrative Clerk. Should you have any questions about the student experience or any aspect of the V&E program, please do not hesitate to contact Lori Lee at 440-964-4309 or llee5@kent.edu.

Thank you for your assistance in helping to educate and prepare future winemakers.

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A. Assist in Blending/Stabilization Procedures	Date	N/A	Comments
<i>The student assisted in:</i>			
1. Stabilizing and Clarifying as Needed (Bentonite, Potassium Bitartrate, etc.)			
2. Determining Need for Pre-Filtration			
3. Filtering as Needed			
B. Assist in Pre-Bottling Preparation	Date	N/A	Comments
<i>The student assisted in:</i>			
1. Lab Analysis (pH, Titratable Acidity, SO ₂ , Residual Sugar, Volatile Acidity, Alcohol, CO ₂ , Dissolved Oxygen)			
2. Cork Quality Control (Sensory, Visual, and Moisture)			
3. Confirming Correct Labels, Capsules, Bottles, Cartons			
4. Determining if Bottling Filtration is Needed and Type			
C. Assist in Bottling Operations	Date	N/A	Comments
<i>The student assisted in:</i>			
1. Sterilizing Equipment			

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C. Assist in Bottling Operations (con't)	Date	N/A	Comments
2. Evaluating and Documenting Effectiveness of Sterilization			
3. Measuring and Documenting Filter Integrity (Bubble Point) if Used			
4. Sparging and Rinsing Bottles			
5. Filling Bottles			
6. Sealing Bottles			
7. Placing Capsules on Bottles			
8. Labeling Bottles			
9. Checking and Documenting Fill Height			
10. Checking and Documenting Vacuum			
11. Checking and Documenting Dissolved Oxygen			
12. Conducting and Documenting Sensory Analysis			
13. Sampling and Recording Microbial Analysis			
14. Confirming and Documenting Final Bottle Appearance			

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C. Assist in Bottling Operations (con't)	Date	N/A	Comments
15. Packing Cases			
16. Palletizing the Cases			
17. Wrapping Cases			
18. Recording Final Bottle Count			
19. Recording Package and Product Traceability			
20. Warehousing Cases			

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Student/Trainee Attendance

Date	From (in hours)	To (in hours)	Total Hours
			16 hrs. minimum (attach additional pages as necessary)

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Overall Work Performance

	Excellent	Superior	Average	Below Average	Fails
Promptness					
Cooperation					
Follows Instructions					
Safety Awareness					
Overall Performance					

Site Facilitator comments

Site Facilitator Signature _____

Date

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