

EMPLOYABILITY SKILLS EVALUATION FORM

STUDENT NAME: _____ CLASS PERIOD: _____ TOTAL SCORE: _____

FALL EVALUATION PERIOD: AUG 1 – 30 SEPT 3 – 30 OCT 1 – 31 NOV 1 – 22 DEC 2 – 20

SPRING EVALUATION PERIOD: JAN 6 – 31 FEB 3 – 28 MAR 1 – 31 APR 1 – 30 MAY 1 – 15

EVALUATION CRITERIA:

| Trait/Points | 90-100% | 80-89% | 74-79% | 70-73% | <70% |
|------------------------|--|---|--|--|---|
| Attendance | No unexcused Absence or tardy | 1 unexcused Absence or tardy | 2 unexcused Absences or tardies | 3 unexcused Absences or tardies | 4 or more unexcused Absences or tardies |
| Productivity | No missing or late assignments No Zeros | 1 missing or late assignment and/or 1 Zero | 2 missing or late assignments and/or 2 Zeros | 3 missing or late assignments and/or 3 Zeros | 4 missing or late assignments and/or 4 Zeros |
| Professionalism | Never been addressed by teacher during class regarding listening, respecting others, appropriate conduct and/or language | Been addressed by teacher 1 time regarding listening, respecting others, appropriate conduct and/or language | Been addressed by teacher 2 times regarding listening, respecting others, appropriate conduct and/or language | Been addressed by teacher 3 times regarding listening, respecting others, appropriate conduct and/or language | Been addressed by teacher 4 or more times regarding listening, respecting others, appropriate conduct and/or language |
| Teamwork | Acts as a leader or exemplary team Consistently provides thoughtful ideas in teams. Consistently values and encourages all members of teams | A strong team member. Provides thoughtful ideas in teams. Values and encourages all team members | Participates minimally and requires some prompting as a team member. Sometimes provides thoughtful ideas in teams. Sometimes values and encourages all team members | Rarely participates in team activities. Rarely provides thoughtful ideas in teams. Rarely values and encourages team members | Does not actively participate in team activities Does not provide thoughtful ideas in teams Does not value or encourage team members |
| Attitude | Always treat others respectfully and uses positive vocal or facial expressions and body language. A positive person who projects positivity. | Usually treat others respectfully and uses positive vocal or facial expressions and body language. A positive person most of the time. | Treat others respectfully by being polite. Usually consider how actions affect others. Try to be positive. | Act with little concern for what others think. Not always respectful towards others. Tend to be more negative than positive. | Act with no concern for what others think. Not respectful towards others. Usually a negative person. |