

Name \_\_\_\_\_ Date \_\_\_\_\_

# GREENE COUNTY HIGH SCHOOL

## EMPLOYABILITY SKILLS EVALUATION

| Categories                                | Proficient - 3   | Nearing Proficiency - 2   | Working Towards Proficiency - 1  | Pre-Assessment Score | Post-Assessment Score |
|---|--|---|--|----------------------|-----------------------|
| <b>Attendance / Reliability</b>           | Advances the goals of the class through personal contribution. Comes to class prepared and on time. Indicates self-discipline related to promptness and reliability.   | Participates in goals of the class through limited contribution. Comes to class prepared and on time. Demonstrates some self-discipline related to promptness and reliability.  | Participates in goals of the class through some contribution. Comes to class on time. Developing self-discipline related to promptness and reliability.  |                      |                       |
| <b>Respect for Others and Self</b>        | Follows all classroom rules and procedures. Collaborates positively with a variety of people. Talks in a manner so as to not offend colleagues and staff. Cleans work area when finished.  | Follows classroom rules and procedures most of the time with minimal redirection. Collaborates with a variety of people. Talks in a manner so as to not offend colleagues and staff.  | Follows classroom rules and procedures with redirection. Collaborates with limited people. Talks in a manner so as to not offend colleagues and staff.   |                      |                       |
| <b>Responsibility for Things and Self</b> | Has needed materials. Maximizes time available. Completes work on time. Practices good personal hygiene.   | Has needed materials. Uses time available. Completes work. Practices good personal hygiene.   | Has needed materials most of the time. Uses time available with some prompting. Completes work with reminders. Practices good personal hygiene.  |                      |                       |
| <b>Quality of Work</b>                    | Completes project or task from start to finish and meets/exceeds expectations. Checks to see if a solution works and acts on opportunities for improvement; accepts recommendations. Knows that quality of work may come from multiple efforts.      | Completes project or task from start to finish and meets expectations. Checks to see if a solution works; accepts recommendations. Knows that quality of work may come from multiple efforts.   | Completes a project or task. Not always accepting of recommendations. Expects that quality should come on the first try.   |                      |                       |
| <b>Self-Motivation</b>                    | Shows initiative and self-direction; starts work independently and maintains productivity when alone. Seeks and completes additional learning opportunities.   | Shows initiative and self-direction; starts work independently and maintains productivity when alone.   | Starts work with minimal prompting and maintains productivity with limited visual or verbal reminders.   |                      |                       |
| <b>Communication</b>                      | Uses positive and effective communication skills that work toward established goals. Works collaboratively in group settings. Uses technology professionally in work setting. All non-verbal communication skills indicate student is ready to work. | Uses positive and effective communication skills that work toward established goals. Requires some supervision when working collaboratively in groups. Uses technology appropriately. Some non-verbal communication skills indicate student is ready to work. | Positive and effective communication skills are only evident when guidance is provided. Requires some supervision when working collaboratively in groups. Uses technology appropriately when redirected. Only a few non-verbal communication skills indicate student is ready to work. |                      |                       |
|   |  |   |  | <b>TOTAL:</b>        |                       |