

Classroom to Workplace – Readiness Rating Scale

Student Name: _____

Date: _____

Evaluator: _____

Grade Level: _____

Please rate the student on a scale from one (low) to five (high) on each of the following items:

1	2	3	4	5
Poor	Below Average	Average	Above Average	Excellent

<u>ITEMS</u>	<u>RATING</u>
WORK HABITS	
• Attendance: Does the student attend classes on a regular basis?	
• Completes Assigned Tasks: Does the student turn in assigned work on time?	
• Follows Instructions: Once the student understands your instructions, are they followed?	
• Follows Rules: Does the student obey the classroom's/teacher's rules?	
• Seeks Additional Work: Does the student seek additional work when finished with a task?	
• General Appearance: Does the student have proper grooming/hygiene?	
JOB BEHAVIORS	
• Attitude: Does the student display a positive/proper attitude while working?	
• Displays Respect: Is the student courteous and polite to everyone in the class setting?	
• Controls Emotions: Do the student's emotions interfere with class tasks?	
• Accepts Criticism: When asked to do a task differently, does the student respond without getting angry?	
COMMUNICATION SKILLS	
• Listening: Does the student listen carefully to you and others?	
• Appropriate Conversations: Does the student greet others appropriately, start and participate in conversations, and offer information when asked?	
• Advocating: Does the student ask appropriate questions when he/she needs help or redirection/clarification in a timely manner?	

Comments:
