



Six District Educational Compact

Cuyahoga Falls • Hudson • Kent • Stow-Munroe Falls • Tallmadge • Woodridge

WORK-BASED LEARNING EVALUATION

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| STUDENT NAME: | CAREER PATHWAY: |
| CTE PROGRAM: | EVALUATOR NAME: |
| TYPE OF WORK-BASED LEARNING EXPERIENCE: <input type="radio"/> JOB SITE PLACEMENT / INTERNSHIP <input type="radio"/> APPRENTICESHIP / PRE-APPRENTICESHIP <input type="radio"/> REMOTE OR VIRTUAL PLACEMENT <input type="radio"/> ENTREPRENEURSHIP <input type="radio"/> SCHOOL-BASED ENTERPRISE <input type="radio"/> SIMULATED WORK EXPERIENCE | Please check your role: <input type="radio"/> INSTRUCTOR <input type="radio"/> EMPLOYER <input type="radio"/> MENTOR |

INSTRUCTIONS: Your evaluation and input enables us to provide better instructional training and feedback to the student. Your evaluation is an important part of the student’s WBL experience and grade. Please refer to the following to evaluate the student’s WBL performance, keeping in mind that some areas may not be applicable based on your role in the student’s experience (please mark N/A).

- Excellent:** Skills above average
- Good:** Skills average
- Acceptable:** Improvement possible
- Not acceptable:** Needs significant improvement
- Not applicable:** Evaluation did not assess

PROFESSIONAL SKILLS

_____ **ATTENDANCE AND PUNCTUALITY** (Factors to consider):
Regular attendance; punctual; returns on time from break/lunch, if applicable; arranges in advance for lateness; works until dismissal time; ready to contribute.

The student was absent _____ days and tardy _____ times from the worksite.

_____ **KNOWLEDGE OF EMPLOYMENT STANDARDS** (Factors to consider):
Understands emerging technologies; leverages technology to solve problems, complete tasks; learns daily routine/procedures; adjusts to changing work requirements; willing to learn new procedures/techniques; skilled in using tools/instruments/equipment; grasps instruction quickly.

2386 Hudson-Aurora Road • Hudson, Ohio 44236 • (330) 655-2247

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Approved by the Compact Executive Committee – June 10, 2022

_____ **ATTITUDE** (Factors to consider):

Demonstrates initiative; shows effective work habits and positive attitude; asks necessary questions; accepts suggestions and constructive criticism; respects others and their property.

_____ **JUDGMENT, RELIABILITY, AND ADAPTABILITY** (Factors to consider):

Thinks for self, values training, demonstrates businesslike habits; makes appropriate decisions and works well under pressure; follows job to completion; plans work, meets deadlines, practices good cell phone etiquette, if a component of the job.

_____ **HUMAN RELATIONS** (Factors to consider):

Cooperates with supervisor and co-workers; is courteous to others including customers and visitors; controls emotions; speaks effectively; keeps information confidential; is discreet, honest, and respectful to others; articulates thoughts and ideas clearly; follows instructions.

_____ **PROFESSIONALISM** (Factors to consider):

Dress and grooming appropriate to work situation; learns from mistakes; demonstrates integrity; observes worksite safety.

COMPETENCIES RELATED TO PROGRAM STANDARDS ALIGNED TO TECHNICAL CONTENT STANDARDS

Indicate the competencies from the Work-Based Learning Agreement which are being evaluated (reference student’s Learning Agreement).

- **Professional / Employability Skills:** *Explain the importance of work ethic, accountability and responsibility and demonstrate associated behaviors in fulfilling personal, community and workplace roles.* The student will arrive on time to their WBL experience prepared and ready to work. The student will communicate effectively with the instructor/employer if a conflict arises that would prevent them from fulfilling their WBL experience as evidenced by the instructor/employer evaluation and student reflection.
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Work-Based Learning Evaluator comments:

Suggestions to help improve student performance (if needed):

Student Signature

Date

Parent Signature

Date

Instructor Signature

Date

Employer / Mentor Signature

Date

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