

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

**Comments:**

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