

Galatad Schools Technical Campus Southwest Work Habit Skills Evaluation Form

Student: _____

Rotation Area: _____

Session: A.M. P

Failure to fill in sheet will result in a "0" for daily evaluation.

1. Dependability/Responsibility a. Completes assignments/tasks b. Completes routine tasks w/out prompting c. Uses equipment properly d. Follows all safety requirements										
Comments: Teacher: _____ Student: _____										
2. Demonstrates Positive Attitude a. Demonstrates positive leadership b. Attends prepared for work c. Uses appropriate tone of voice d. Demonstrates appropriate dress										
Comments: Teacher: _____ Student: _____										
3. Works Productively/Efficiently a. Completes task on time b. Plans & organizes his/her time c. Prioritizes tasks & activities d. Manages multiple activities/tasks										
Comments: Teacher: _____ Student: _____										
4. Interpersonal Habits/Traits a. Works well with other students b. Supports the group c. Communicates clearly d. Demonstrates appropriate teamwork										
Comments: Teacher: _____ Student: _____										
5. Self Confidence a. Appears comfortable/poised when performing assignments b. Shows pride in work c. Accepts new assignments willingly d. Actively participates in group discussions/activities										
Comments: Teacher: _____ Student: _____										
6. Professionalism a. Professionally communicates b. Avoids use of slang & profanity c. Respects staff members/guests/students d. Respects diversity										
Comments: Teacher: _____ Student: _____										
7. Enthusiasm/Motivation a. Volunteers new ideas b. Volunteers for extra assignments c. Participates willingly d. Works to potential										
Comments: Teacher: _____ Student: _____										
8. Self Discipline/Self Management a. Begins assignments w/out prompting b. Follows policies & rules c. Completes assignments w/out complaint d. Demonstrates mature behavior e. Demonstrates efficiency in work f. Accepts constructive criticism										
Comments: Teacher: _____ Student: _____										
9. Honesty/Integrity a. Respects property of others b. Respects others learning environment c. Deals truthfully with staff/students d. Respects copyrights e. Follows technology ethics										
Comments: Teacher: _____ Student: _____										
10. Works Without Supervision a. Trusted in unsupervised situations b. Asks for clarification/direction c. Reads/follows & correctly interprets directions & instructions										
Comments: Teacher: _____ Student: _____										
Total Points										
Signature _____ Signature _____ Signature _____										