Name: _____   Date: _____

Technical Employability Grading Scale

Expectations	10 Points	8 Points	6 Points	4 Points	0 Points
Professional Conduct/Leadership/ Citizenship	Sets a great example for others to follow. Original work – others go to for help.	Helps create productive environment. Original work.	Neither creates positive or negative environment. Looks for short-cuts	Sometimes disruptive or inappropriate. Cheats when able.	Frequent disruptive or inappropriate behavior. Cheats at every opportunity.
Absenteeism/ Tardiness	ALWAYS here and on time	Almost always here and on time all year	Several infractions quarterly	Pattern of being tardy or absent.	Frequently tardy or absent several times each quarter
Appearance/ Academy Wear	In academy wear at all times	Needs reminded infrequently	Needs reminded at least once every quarter	Needs reminded 2-3 times each quarter	Needs reminded frequently
Communication with Staff/Peers/Diversity	Outstanding skills with both staff and peers	Acceptable communication skills	Skills good with staff, but not with peers	Inappropriate communication skills Language use.	Frequent inappropriate communication skills and language use.
Professional Attitude/Follows Instructions	Exceptionally positive attitude and behavior	Positive most of the time	Some negativity	Usually a negative attitude	Almost always negative.
Skill Improvement	Does outstanding IT work and labs. Will attempt cert exams.	Working hard, better than average skills. Preparing for cert exams.	Needs to work harder. Probably would not pass cert exams	Very slow at skill improvement. Would not pass cert exams.	Little to no technical skill improvement.
Job Assertiveness	Asks for assignments and extra credit, shows interest. Often works ahead	Acceptably motivated and interested in new work	Waits to be told what to do next;	Content to move at a slow pace, often behind. Motivation is a problem.	Absolutely no interest or motivation
Class/Group Participation	Always asking questions/volunteering answers. Highly motivated.	Asks questions & answers fairly often. Has an interest in technology	Asks questions once in a while. shows some interest	Does not ask questions or participates. Shows little interest to do so	Seems disinterested and unmotivated. Little to no interest or participation.
Job Completion	Work is always done when due	Work is almost never late	Work not always done or done on-time	Poor job of completing work on time.	Almost never completes most work on time.
Overall Employability Skills	Would be an asset to any IT organization. Highly recommend	Would recommend for IT job if asked	May or may not recommend for IT job. Reservations	Would not recommend for IT employment	Would advise against IT employment

Name: _____   Date: _____

Technical Employability Grading Scale

Overall Comprehension Level:

Definition Only	Definition/Some Configuration	Configuration Only	Configuration/Some Troubleshooting	Troubleshooting
Failing	Below Average Ability	Average Ability	Above Average Ability	Advanced Ability

Additional Comments: _____ Total Points: _____