

POSITIVE WORK ETHIC

Name: _____

Date: _____

Score _____ / 16

To earn your score - you must complete the last two questions and turn in.

Employability Skills, sometimes referred to as soft skills, must be learned to fully prepare for success in college and careers after exiting high school. These skills, at the proficient level, are necessary to function well in the workplace or in college.

Indicator	Standard	Criteria	Exemplary	Proficient	Improving	Developing
Nevada Performance Indicator 1.1.1	POSITIVE WORK ETHIC Comes to class every day on time, is willing to take direction, and is motivated to accomplish the task at hand.	a. Attendance & Preparedness	<ul style="list-style-type: none"> Models on-time behaviors, preparedness, and consistently attends work as scheduled 	<ul style="list-style-type: none"> Arrives on-time, prepared, and attends consistently 	<ul style="list-style-type: none"> Attends consistently, usually arrives on time, prepared for work 	<ul style="list-style-type: none"> Frequently absent, late and/or unprepared
		b. Following Directions & Responding to Feedback	<ul style="list-style-type: none"> Seeks direction and is open to feedback 	<ul style="list-style-type: none"> Takes direction and makes appropriate changes 	<ul style="list-style-type: none"> Is becoming receptive to feedback and is usually making appropriate changes 	<ul style="list-style-type: none"> Needs frequent redirection and inconsistently or rarely applies feedback
		c. On-task, Independent Work	<ul style="list-style-type: none"> Models ability to work independently, stay on-task and complete work efficiently 	<ul style="list-style-type: none"> Demonstrates ability to work independently, stay on-task and complete work efficiently 	<ul style="list-style-type: none"> Is developing ability to work independently, stays on-task, completes work and communicates need for assistance 	<ul style="list-style-type: none"> Difficulty working independently, staying on-task, completing work and communicating
		d. Learning	<ul style="list-style-type: none"> Learns from others and is a self-directed learner 	<ul style="list-style-type: none"> Often learns from others and at times is a self-directed learner 	<ul style="list-style-type: none"> Sometimes learns from others, but reluctant to ask for help 	<ul style="list-style-type: none"> Does not learn from others, does not ask for help

Setting Goals - Please write complete sentences and do not simply restate the question.

Write one thing you will do in the next week to improve your skills in this area:

Write one thing you can do to improve these skills before graduation: