CRITERIA: Area of Evaluation
A: Introduction
Interview: asked important and relevant questions; reasonable time spent
Cover page: Confirmed ID; discussion of "self-discovery"
Table of Contents : When to use this report (to encourage future use)
4 Windows page: Explain
Explanation of Scales and Scores, including mid-range, introductory discussion of personality
B: Personality
Personality: Main factor, description, sought client confirmation
Personality: Sub-factors used to explain nuances of main factor; sought client confirmation
Personality: Career Implications (Client ID of the most important ones; any not apply)
Personality: Paragraphs (read paragraphs or had a discussion during the graph review to cover the same ideas); sought client confirmation
Strengths/Non-strengths: clear explanation, markings, summary, "homework"
Money Page Discussion
Critical Life Issues: appropriate discussion
C: Interests
Circle graph: good explanations of how the client's interests are distributed; good questions

Explanation of Vocation/Support/LiveStyle interest levels, with examples
Working through Interests appropriately
Appropriate review of Interest Summary Pages (Activity/Occupation/Subject)
Appropriate review of Lowest Interest Groups; red flags noted if applicable
D: Skills
Skills: appropriate review including any red flags within the Lowest Skills section
E: Values
Work Environment, Work Outcomes and Life Values Asked for further explanation of how client values them when needed/helpful
WE, WO and LV: Any others needed to be added (top 5?) Any thing low in Values that should be noted/pointed out/asked about?
F: Interactive Action Plan
Synthesis Process: Creating the Donut
Synthesis Process: Create a Funnel with client
Next Steps: O*Net navigations
G: ICF Core Competency Standards
Cultivates trust & safety for the client
Maintains presence
Listens actively to client
Evokes awareness - ask questions
Facilitates client's growth

Career Direct - Personal Consultation Rubric

Greatly Exceeds Expectations (Excellent) 5 Points	Exceeds Expectations (Good) 4 points	Meets Expectations (Satisfactory) 3 points	Below Expectations (Fair) 2 points	Does Not Meet Expectations (Poor) 1 point
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Comments
Very good and beuatiful introduction on Darien's beuatiful design by God.
Birthday was wrong
bringing God into the peronality factors and how God fits into her design.
Use of examples are relevant
Drawing on scales makes it easier to understand
Can ask her initially if Darien agrees and not jusr presume
Knowledge and carring it over to Darien just comes so natural to Jan.
Shows how current work fits into Innovative.
Jan explains everything with a lot of wisdon and knowledge Guides Darien in the correct direction and explains consepts.
Did not explain ‚money page' as money page or how it can be helpful using in an interview.
Explained how all intrest can work together to find a work that covers all intrests

Pointed out how although busniss administration is an intrest it is missing people
Did not look at low intrest groups - BUT did show her where engineering sits.
Discussion was very informative
Only did Engineering.
O*Net was not mentioned
They way Jan presented himself and how he just mentioned God and how Darien has a certain design that was chosen by God was very inspiring.
Jan has a lot of knowledge and information just flows freely. He made all concepts clear and understandable. He could have asked more questions and let Darien give more feedback.
Excellent report feedback