

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/Lifestyle 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)	Exceeds Expectations (Good)	Meets Expectations (Satisfactory)	Below Expectations (Fair)	Does Not Meet Expectations (Poor)
5 Points	4 points	3 points	2 points	1 point
5				
5				
5				
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	4			
			3	
			3	
5				
5				
				1
				1
5				
5				
			3	
	4			
5				

Comment

To the point, showed her exactly where she needs to head too.

Excellent, even congratulated her on her birthday, and noted the wrong date.

He is a person of detail and coloured it fully for them to understand.

He explained the 4 windows each with a lot of detail, and very open to talking about God. I love it. He makes it fun to keep

He pointed out specifcly to Darien why she has to take this seriously, because her personality dies not match engineering.

He boils it down for them to make it so easy to understand. I just love how he brings Jesus in the centre of it all.

He boils it down for them to make it so easy to understand. I just love how he brings Jesus in the centre of it all, BUT I do not do well.

She read them, but sometimes it seems that she is uncomfortable in doing that and then he manages it very well and start t

He interacts the whole time with the third person too, which brings a lot of clarity.

He interacts with both and is very considerate to Darien eating (which is strange to me) maybe not to Americans. When she

Did not hear anything specifcly about money that was discussed. Only at the end in the value section.

Commended her on being raised well and have a cpacity to cope well in difficult situations.

To the point - Pulled it all together like a golden line right through.

Yes, lots of examples to make it very clear

Yes, lots of examples to make it very clear

Yes, he makes use of good examples, and breaks it down.

The 3 words used to help her memorize it and remember it.

Showed her the strong points again, from management to fitness, etc. Never spoke about the lower ones, only highlight the

He explains very well, however, he should maybe just give her time to finish her sentences. He never asked her, he just referred

He ties it all together in the way he carried it right through from the beginning. I love how he always makes Jesus the focus

Explained it well

No funnel was created

None of this was discussed.

Friendly and casual environment

Yes, all the time.

Most of the times, but sometimes do interrupt her.

Most of the times.

Yes, pulling her to look at the facts.

just assume.

are happy.