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) 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
Could have given a quick explanation of what career direct is all about. **Can talk a little bit slower.**
Good explanation with examples.
Good explanation
Interviewer used the example effectively to explain the scales and scores.
I feel that using an example from the interviewer's own life was unnecesary, and not relevant to the client's own experience.
Sometimes less is more. The interviewer is overexplaining some aspects of the client's personality.

Good explanation on how to use the report in a job interview.
Offered to send resources from Crown Financial Ministries about managing finances.
Good explanation with good integration to the client.

Asked whether the client's interest in a section was vocational, supporting or a lifestyle interest, and which career option is more appealing.
Asked good questions. Asked the client to explain her idea of sales.
Explained that skills and abilities are a self-assessment, not an aptitude.
Explained that life values can change the most according to experience, life life phase and circumstances.
Good discussion with appropriate probative questions.
It feels like the interviewer rushed through this process and talked way too fast.
Explained this section well.
Explained this section well.
The next steps were explained by the interviewer.
The interviewer could have asked more open-ended questions to find out who the client really is as a person.
The interviewer was on task the entire time; however, more time for reflection could have been facilitated.
The client did not have enough opportunity to speak.
Asked relevant questions.
Client could have engaged more with her assessment and not mostly listen to the explanations. It felt like the interviewer rushed through process to get to the end.