

**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
<b>D: Skills</b>
Skills: appropriate review including any red flags within the Lowest Skills section
<b>E: Values</b>
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?
<b>F: Interactive Action Plan</b>
Synthesis Process: Creating the Donut
Synthesis Process: Create a Funnel with client
Next Steps: O*Net navigations
<b>G: ICF Core Competency Standards</b>
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

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## Comments

I feel that he could've asked more questions to the client and spoke a little less. He was doing most of the talking during the session.

No discussion of self-discovery. Darien's ID was just confirmed.

He didn't explain how and when this report can be used in the future.

Very very very good explanation with great examples!

Very good and also practical explanation of the scales which the client could easily understand.

Great discussion and very good explanations!

Very good!

He explained it very thoroughly.

He explained it accurately with very good examples.

Very good!

There was no "money page"? Or this discussion was missing.

Great discussion on her mental health and stress levels.

He could've asked a bid more questions, instead of just explaining and talking.

<p>These explanations were lacking. It seemed like the client didn't understand the difference between "vocational, lifestyle and support".</p>
<p>Good explanations!</p>
<p>Good explanations!</p>
<p>He could've spent a bit more time on the lowest interest groups.</p>
<p>Good explanations and he linked her skills with her personality and interests.</p>
<p>Good discussion and explanations, but not enough questions and clarifications asked from the client.</p>
<p>He didn't ask the client if she wanted to change any of her choices or reconsider? He was doing most of the talking.</p>
<p>He didn't explain the meaning of vocational, lifestyle and support and it created confusion.</p>
<p>He did the funnel based on Engineering? And not on any other career to show a better fit for her?</p>
<p>No further steps were explained.</p>
<p>Absolutely. It is very clear that he knows what he is talking about and he is able to answer everything with great insight. He also has good humor and he shows that he listens to the client and read the report beforehand.</p>
<p>He is present at all times during the interview.</p>
<p>He does listen to the client, but he tends to speak more than he listens or asks questions.</p>
<p>He can ask more questions and get the client to open up more, instead of doing most of the talking.</p>
<p>I feel like this interview was mostly about the fact that the client does not fit with her current job and there was not much future-orientated discussions of the next steps for the client to take.</p>