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
	4			
5				
	4			
5				
5				
5				
5				
5				
		3		
		3		
				1
5				
5				
5	4			

5				
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5				
	4			
				0
5				
5				
				0
	4			
		3		
	4			
	4			
	4			

Comments
From Susanna Schaer Questionnire some informations needed calification
I deliberately omited those becuse information repeats itself Asked Susanna to ready on her own
Commented on those in general way In the IAP in more detail
Forgot to say this statement
It was done but only from preselected set of recomendations which I have selected or ovented before

I omitted this part because od her personal situation
We disagreed here Susanna was telling that she has no artistic skill in spite of very hight result in Imagination. I am convinced that she has potential but it was not developed
I think I explained that properly
no need to add anything
It was done interactively
I Have done it deliberately using my knowlegdy only. Becuse normal cilent does not have knowledge to evaluate himself what is needed in evaluated vocation
Forgot about that part

hopefully
I is hard through meet you do not see clients face
Tried
Tried to do it by enlarging vision for the missionary to work part time in the mission and other part professionally
Hopefully