

**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
<b>C: Interests</b>
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

<b>Greatly Exceeds Expectations (Excellent)</b>	<b>Exceeds Expectations (Good)</b>	<b>Meets Expectations (Satisfactory)</b>	<b>Below Expectations (Fair)</b>	<b>Does Not Meet Expectations (Poor)</b>
<b>5 Points</b>	<b>4 points</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>
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## Comments

This section was not included in the video.

Talks too fast, don't even know if this section was covered.

Went through this section really fast, sounded like a quick side note.

Didn't realise at first that she explained the section, she mentioned the 4 areas of design very quickly and didn't call it the 4 Windows page.

Good, clear explanation and good use of involving the client and family with his top 3 personalities.

Great description/insight of the word 'encourage' to show the meaning and how it applies to the client's life. Sidenote: Instead of saying that she is in the top 3 best consultants in the world, she could be honest and say that she prayed for this consultation and if she gets a word of knowledge, she will share it and he can decide what to do with it. Her indirect approach didn't make sense.

Good explanation and asking if it applies to him. I like the way she goes deeper into a specific trait and give practical advice; however she told him he has a good design because of clever, unstructured and adventurous side. All designs are good! There are no bad designs.

Great discussion and explanations. I liked her practical examples of certain factors and how they apply to his life. However, the only job she focused on was his previously mentioned desire to be a youth pastor. She only focused on how that related to his personality. She did not stay neutral in this regard.

Good discussion, exclamation and confirmation.

Good, systematic progression and explanations.

Excellent description of strengths and weaknesses, I learned something!

<b>Good explanation and recommendations.</b>
<b>Practical application of the information while deciding on vocational, supporting or lifestyle interests. Writing down all the top 4 choices and adding them to the donut and funnel page.</b>
<b>Quick confirmation of the lowest skills.</b>
<b>Good application of skills with the filled donut chart of vocational, supporting or lifestyle interests.</b>
<b>Good explanation when client is uncertain.</b>
<b>Questioned the values a little too quickly before the client could really think about it, but still managed it effectively.</b>
<b>The consultant's extroverted personality came through during the interview.</b>
<b>Great explanations with examples when necessary.</b>
<b>Great encouragement of his design with a holistic approach.</b>