

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

Does Not Meet Expectations (Poor)	Comments
1 point	
	asked the right questions to connect with the client during the interview
	Love that this is addressed and love that you had the client read the statement. "This is not a crystal ball"
	walked through the table of contents very well; would have paused a little to see if client had any questions, just to set the tone. Would also make it more interactive
	talked about synthesis process without explaining what that is to the client
	both strengths but not the weaknesses; very balanced. Deeper richer color indicates stronger personality trait. Explain all are good traits. good explanation and pausing to get buy-in from client.
	factors were explained; very interactive with client
	completed
	Frequently asked if makes sense to you? Or does that sound like you? Liked that stopped in the middle of paragraph to gain alignment vs. reading the whole paragraph.
	discussed clearly and explained the homework
	Explained very well; useful during interviews to identify strengths and weaknesses. Provides terminology to use during interview
	Discussed high debt and unsound. Did not come right out and discuss high debt and Unsound score. I really liked how you talked positively around the higher score and offered other resources through crown and tied it back to the career choices/personality traits from the assessment! Well done!

	DOL definition provided to client; did not spend too much time explaining the interests in detail but was covered as you dug into each interest group.
	thorough explanations with examples provided (perfect!)
	notating clients responses somewhere? specifically if supporting, vocational or lifestyle interest to help in the interactive plan.
	What is the purpose of the activity/occupation/subject being listed. How does that play into the overall score? What does a score of 100 mean?
	Explained why because would not want to be apart of a chosen career.
	explained that not a natural skills and asked client for any red flags and if they agree.
	yes perfect balance of allowing client to speak to and confirm WE, WO and LV. Stepped in at the right time to dig deeper for clarification and to help client "get there".
	video mentioned top 4 but think should look at top 5; interactive with client and looked at all values anyway and noted; loved the definition of high income and LV being compared to what we would want others to say about us when we are older.
	it would take more time to complete on teenagers than on adults with experience? I think it would look a little bit different and would take a little longer. Also, is the career sampler/interest path available in the interactive reports? I didn't see it in my personal interactive report and really like how it is laid out eith colors for the clients based on the interest areas.
	Listened actively and asked the right questions for clarification. Maintained presence and created an environment of trust and safety wwith client; great use of humor when interacting with client. Established rapport pretty quickly!