

**WORK ETHIC RUBRIC**

**Career-Tech  
WORK ETHIC RUBRIC**

**ATTENDANCE**

<b>A EXCELLENT</b>	<b>B GOOD</b>	<b>C SATISFACTORY</b>	<b>D NEEDS IMPROVEMENT</b>	<b>F UNSATISFACTORY</b>
<b>0 BLOCKS unexcused</b>	<b>1-2 BLOCKS unexcused</b>	<b>3-4 BLOCKS unexcused</b>	<b>5-6 BLOCKS Unexcused</b>	<b>7 BLOCKS or more unexcused</b>

**PERFORMANCE, PREPAREDNESS & TEAMWORK**

<p><b>A EXCELLENT</b> Strong employability skills. High recommendation.</p> <p><b>CONSISTENTLY HIGH LEVEL EFFORT &amp; PARTICIPATION</b></p>	<p>Positive attitude—prepared and eager to begin; Initiates and completes tasks on time; Sets high expectations and exhibits superior thought to details; Active listener; Seeks clarification when unsure; Productively fills down time—independently looks for tasks; Cares for and uses materials/tools safely—reports issues; Readily adapts to changes in routines; Demonstrates leadership skills; Respectful of others; Displays exemplary contribution and productivity in group settings; Models class expectations.</p>
<p><b>B GOOD</b> Good employability skills. Strong recommendation.</p> <p><b>ABOVE AVERAGE EFFORT &amp; PARTICIPATION</b></p>	<p>Positive attitude; Arrives prepared for work; Completes tasks on time with attention to details; Remains on task once started; Active listener; Asks for and accepts help when needed; Productively fills down time after asking what to do next; Uses materials/tools safely and reports issues; Demonstrates flexibility with changes to routine; Demonstrates emerging leadership skills; Considerate of others—willing to share and help; An asset to the group goals and objectives; Follows class expectations.</p>
<p><b>C SATISFACTORY</b> Average skills. Conditional recommendation.</p> <p><b>AVERAGE EFFORT &amp; PARTICIPATION</b></p>	<p>Completes tasks but attention to details may be missing; Some prompting required to start and/or remain on task; Uses materials/tools safely but does not report issues; Accepts help when offered but will not seek help; Requires a list of what to do next and may need prompting to go further; Adjusts to routine changes; Respectful but may need an occasional reminder as to appropriateness of language or behavior; Participates in a group/partner setting when told what to do; Demonstrates understanding of class expectations.</p>
<p><b>D NEEDS IMPROVEMENT</b> Limited employability skills. Plan of improvement required.</p> <p><b>BELOW AVERAGE EFFORT &amp; PARTICIPATION</b></p>	<p>Difficulty following directions and completing tasks on time; Work quality may be messy/unorganized and/or appear unfinished; Loses focus or interest easily; Prompting required to start work, remain on task and/or return to task; Requires a list of what to do next and will need prompting to go further; Forgets materials/tools; Materials/tools are not cleaned after use and/or put away correctly; May use materials/tools improperly and/or unsafely; Resists help when offered; Inappropriate or immature behavior is displayed; Group participation is to watch &amp; wait—may not follow through; Some class expectations require reteaching.</p>
<p><b>F UNSATISFACTORY</b> Lack of employability skills. Not employable at this time.</p> <p><b>CONSISTENTLY BELOW AVERAGE EFFORT &amp; PARTICIPATION</b></p>	<p>Work is late, incomplete and/or missing; Displays lack of energy; Forgets tools/clothing/mask/Student I.D. more than once a week; Improper and/or unsafe use of materials/tools; Disruptive and/or creates discourse within the group; Complains about the type and/or amount of work; Refuses help; Blames others; Complains about working in a group or with a partner; Relies on others to get the job done; Lack of respect towards others; One-to-one intervention required to: begin a task; remain on task; stay and work with assigned partner/group; Disregards all class expectations.</p>

**NOTE:** Report the Work Ethic Grade each quarter to become a part of the student's GPA. Attendance represents one-half (50%) of the Work Ethic Grade.