Round Rock ISD Vocational Competencies Informal Assessment

Vocational Competencies Informal Assessment – For Vocational Training/Employment Options

(Adapted from Lawrence McCarron, Ph.D.)

Name: _____ Age: _____ Date completed_____

Completed by: Responder A: _____ Responder B: _____ Responder C: _____

MARK THE STATEMENT WHICH BEST DESCRIBES THE STUDENT

	Needs Extensive Vocational Training				Needs Work-Based Learning				Ready for Vocational Paid Placement			
	A	B	C	1pt	A	B	C	2pts	A	B	C	3pts
Mannerisms/ Behaviors	Demonstrates annoying behaviors frequently				Sometimes demonstrates or has annoying behaviors				Demonstrates good behavior on a consistent basis			
Appearance	Usually looks messy, not clean, and wears inappropriate clothing for setting, doesn't wear deodorant, take shower regularly				Sometimes looks messy, not clean and sometimes wears inappropriate clothing for setting. sometimes wears deodorant/takes shower				Always looks clean and wears appropriate clothing for setting, regularly showers and wears deodorant			
Interactions with Others	Has some inappropriate actions or behaviors towards others				Interacts with a limited number of people they know appropriately				Interacts appropriately with many different people on a consistent basis			
Following Verbal Directions	Does not follow verbal directions				Sometimes follows or needs help with verbal directions				Consistently follows verbal directions			
Written Directions	Does not follow written directions				Sometimes follows or needs help following written directions				Can follow written directions			
Safety Standard	Does not follow safety rules on their own or in front of others				Needs reminders of safety rules at work and doing chores				Follows all safety rules while working or doing chores			
Retention of Information/Task completion	Needs a lot of help and someone monitoring to complete tasks				Needs some instruction to start or complete tasks, may not ask for help when needed				Can start and complete tasks on their own and will ask for help when needed			
Responsibility Reliability	Other persons have to take responsibility for work to be completed				Sometimes will not take responsibility for completing work tasks				Takes responsibility to complete all work tasks			
Adherence to Standards	Often does not follow rules or work schedule/complete chores				Sometimes will not follow rules, work schedule or finish chores				Always follows rules, work schedule, and completes chores			
Adaptability Learning New Skills	Has problems learning needed skills to complete work task or chore				Needs help from others to use skills learned to complete work tasks, generalize across environments				Can use all skills to work, learn new tasks on the job or chores at home with no prompts			
Flexibility	Will stop work progress and/or have poor behavior when there is a change to the work tasks/work place or home expectations				Will stop working for a short time and/or have some poor behaviors with changes in work tasks/chores/work place				Able to make changes in work tasks, work place, or chores without a change to work completion or behaviors			
Work Stability Focus	When distracted will stop work/chores and not restart without being told				When distracted will stop work/chore, but is able to restart in a moment or two or with 1 prompt				Continues work/chore even when there is a distraction			
Persistence	Does not stay with the task until it is finished				Needs some encouragement to stay on tasks until complete				Can stay on task until work is complete			
Learning Capacity Productiveness	Works very slow and not able to complete work on time				Will sometimes complete work or chore on time				Always completes work or chore on time			
Quality	Has poor work habits produces sloppy, incomplete work with many mistakes				Sometimes has good work habits – can complete one part well, but not all parts of task				Always completes work/chore well and makes few mistakes			
	Needs Extensive Vocational Training				Needs Work-Based Learning				Ready for Vocational Paid Placement			

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	A	B	C	A	B	C	A	B	C
Response to Training and Correction	Does not follow suggestions or corrections when working			Follows some suggestions and corrections, but will ignore it other times			Follows suggestions and follows corrections		
Self-Regulation	Does not accept consequences of their own actions			Sometimes accepts consequences of their actions			Accepts consequences of their actions		
Requesting Help Clarification Support	Does not ask for help when they are stuck or request needed accommodations			Sometimes asks for help when they are stuck or requests needed/approved accommodations			Always asks for help when they have a problem or requests needed/approved accommodations		
Problem solving	Does not know how or will not solve problems when they happen at work (in class) or doing chores			Sometimes can solve problems or ask for help to solve problems when they happen at work/in class/chores			Can always solve problems or seek help to solve problems when they happen at work/in class/chores		
Improvement of Skills	Work/in class work/chore skill shows little or no improvement with training			Work/in class work/chore shows slow but steady improvement with training			Work/in class work/chore skills show improvement and are steady with training		
Stress Tolerance Emotional Stability	Becomes easily upset and disorganized			Sometimes becomes upset, but can settle down and go back to work in a short amount of time			Can remain calm even when under stress		
Impulse Control	Unable to wait turn, acts without thinking of what will happen			Sometimes does not wait turn, but is able to regain self-control			Always has good behavior and can keep control of self		
Work Attitude Work Satisfaction	Not happy with work, work place, school work or completing chores			Does not care whether they work, where they work, doing school work or chores			Is happy when working, where they work, doing school work or chores given		
Self-Image	Not positive about self, has negative outlook about school, work, future or living on their own			Does not have a concern about self, school work, job for future, or living on their own			Likes themselves, enjoys school, wants to work in the future and live on their own		
Employment Pay	Doesn't think they need to work, thinks that others will pay for their needs			Does not have a concern about where money comes from or how things are paid for			Understands that you work to make money and pay for your wants and needs		
Totals	X 1 point			X 2 points			X 3 points		
Overall Total	_____ points								

Campus Based Instruction 25 to 40 pts	Community Sites Work-Based Learning 41 to 59 pts	VAC Lab or VAC Supported Employment 60 – 75pts

6 Skills to Work On
1.
2.
3.
4.
5.
6.