

OVR Case #

Community Work Transition Program
Pre-Employment Transition Services
Student Progress Evaluation

Section 1: Student Demographics

Student Name:		Date: Pre-Test	Date: Post-Test
OVR Counselor:		School Name:	School Year: 2021 -2022
CWTP ES:	Current Grade:	College/Career Goal:	
Anticipated Graduation/Exit Date:			

Section II: Instructions for Evaluations

CWTP ES completes the evaluation with the CWTP student through an interview. Read each of the prompts to the student, then write the answer to each question in the spaces below or have the student read and complete each answer. The specific question to answer is in **bold and underlined**, the other information should assist with helping the student to think about what their answer should include. The ES can assist the student with prompting but **cannot** provide the answers for the student. If the student does not know how to answer the question, even with prompting, score as 1. Any item scored below a 3, is an area of concern, which should be considered when planning for future Pre-ETS activities.

Section III: Scoring Guide

Select the number below that best matches how the student completed each answer. This is not to measure correct answers, but to measure knowledge gain from beginning of the year to the end of the year, after receiving Pre-ETS. Provide a copy of the completed Pre and Post-test, along with the Scoring sheet to the OVR Counselor designated in the above section for each CWTP student.

- 3** = Completes Independently
- 2** = Needed assistance to complete
- 1** = Did not complete
- 0** = Not applicable to student

OVR Case #

Pre-Test Results

1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

Post-Test Results

1		11	
2		12	
3		13	
4		14	
5		15	
6		16	
7		17	
8		18	
9		19	
10		20	

Section IV: Evaluation Questions and Answers

Job Exploration

Career awareness

1. Think about what you know about working and **list 3 jobs you are interested in learning about** that you could get a job doing.

- _____
- _____
- _____

Career interest inventories

2. **List three activities you like to do** that could lead to a job that you would like.

- _____
- _____
- _____

OVR Case #

Identification of career pathways of interest to student

3. **List 3 classes** that you have now, will have this year, or have had while in high school that connect to a career pathway.

- _____
- _____
- _____

Work-based Learning

Informational Interviews

4. **List one employer/business** that you have contacted or would like to contact and ask questions about a specific job.

- _____

Job shadowing

5. **List 3 Jobs** that you would like to watch someone do.

- _____
- _____
- _____

Volunteering

6. What do you think a person does when they volunteer at a workplace? **Describe what you think volunteer means.**

- _____

Workplace tours/field trips

7. Have you ever taken a tour of a workplace? If you haven't, what do you think you would learn while taking a tour. **Describe a tour of a workplace.**

- _____

OVR Case #

Work Readiness Training

Skills development on *communication* in the workplace

8. How do people communicate while they work? **Describe 3 ways that people use to communicate while they are working.**

- _____
- _____
- _____

Skills development on showing a *positive attitude* in the workplace

9. Think about people who work together, why is it important for everyone to have a Positive attitude when they are at work? **Explain one reason why you think people need to have a positive attitude at work.**

- _____

Skills development on *teamwork*

10. Think about working in a team. **Describe how a team works good together.**

- _____

Skills development on *problem solving in the workplace*

11. Think about when a problem comes up: how is the best way to solve a problem? **Explain how you would solve the problem if you were asked to do something at work that you did not know how to do.**

- _____

Skills development on *active listening*

12. Think about how important listening is if someone is telling you how to do something. **Write about a time when you had to use active listening skills to learn how to do something.**

- _____

OVR Case #

Counseling opportunities for postsecondary education

Researching careers and postsecondary options

13. Think about a job that you have to go to college before you can get. **List 3 careers that a person must go to college and earn a degree to work.**

- _____
- _____
- _____

Identify postsecondary options

14. Think about going to college and taking classes you need to get a job. **List 2 colleges you would like to explore and learn more about.**

- _____
- _____

Identify financial aid options

15. Think about how much it would cost to go to college. **Explain 2 ways a person can get help paying for college.**

- _____
- _____

Self-Advocacy

Self-awareness

16. Think about your thoughts, actions, and emotions and how you feel about yourself. **Briefly describe the type of person you are with the following areas:**

- **Behavior** - _____
- **Emotions** - _____
- **Values** - _____
- **How others see you** - _____

OVR Case #

Disability understanding

17. Do you have a disability? Think about what your disability is and how it affects you.
Describe your disability and how it makes you feel.

- _____

Knowing one's rights & responsibilities

18. Think about your rights and responsibilities at home, school, and when you go to work.
List 3 rights you have:

- _____
- _____
- _____

List 3 responsibilities you have:

- _____
- _____
- _____

Goal setting & decision making

19. Think about what you want to do and how your decision making helps you to do what you want to do. **Briefly describe how you set a goal and make a decision.**

- _____

How to request help and utilize accommodations

20. Think about when you need help doing something. How do you ask for help? Do you know what accommodations are? **Describe what an accommodation is.**

- _ _ _ _