

CAREER FAIR SUMMATIVE ASSIGNMENT – EVALUATION



Student Name: _____ Evaluator: _____
 Co-op Work Placement: _____

SECTION A: APPEARANCE (10 MARKS) TOTAL _____ / 80

- Titles, text are neatly printed/produced and prominent.....0 | 2
- Pictures and text mounted neatly; pictures labeled neatly.....0 | 2
- Good balance of visual elements and text.....0 | 2
- Effective use of display board space
- Creativity: Eye-catching, stands out; overall impression.....0 | 2 3 4 _____ /10

SECTION B: CONTENT (55 MARKS)

PANEL ONE

- Name, location of placement/*Co-op Job Title* prominently displayed.....0 | 2 3
- Detailed job description.....0 | 2 3 4 5
- Samples of tasks, activities, duties performed at the placement (if applicable)0 | 2
- Technology and/or equipment used.....0 | 2 3
- Labeled pictures—at least 6.....0 | 2 3 4
- Support materials—business cards, letterhead, logo, etc.....0 | 2 3 _____ /20

PANEL TWO

- Demonstration and/or video evidence of job-specific skill acquired/improved.....0 | 2 4 5 6 7 8 9 10
- Why I chose Co-op.....0 | 2
- Three ways Co-op has helped me ...
 (personal/valuable learning experiences, accomplishments).....0 | 2 3
- How Co-op has affected future plans.....0 | 2 3
- Related high school courses.....0 | 2 _____ /20

PANEL THREE

- Complete and accurate career information
 - Qualifications, skills, abilities—relate to Co-op position.....0 | 2 3 4
- Further Education/Training in Canada
 - Admission requirements, length of program, costs.....0 | 2 3
 - Includes a variety of educational facilities (where possible).....0 | 2
- Entry-level salary expectations.....0 | 2
- Future employment opportunities/outlook in this and/or related careers0 | 2
- Other jobs related to the career.....0 | 2 _____ /15

SECTION C: PRESENTATION (15 MARKS)

- Display indicates extensive preparation.....0 | 2 3
- Display set up on time (student present and standing at display).....0 | 2 3
- Student dressed appropriately—no ball caps, jeans, etc.....0 | 2 3
- Student is polite, cordial and interested in answering questions (enthusiasm).....0 | 2 3
- Questions answered thoroughly, promptly (display of confidence).....0 | 2 3 _____ /15

COMMENTS: