

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 1 2
- Photos/pictures & text are mounted neatly; photos clearly labeled..... 0 1 2
- Effective balance of visual elements and text; 'reader-friendly'..... 0 1 2
- Effective use of display board space & creativity...
 Eye-catching, stands out; overall impression..... 0 1 2 3 4 _____ /10

SECTION B: CONTENT (55 MARKS)

PANEL ONE:

- Name & location of job placement and Co-op job title prominently displayed..... 0 1 2 3
- Detailed job description (and samples of work if applicable)..... 0 1 2 3 4 5 6
- Technology and/or equipment used..... 0 1 2 3
- Labeled photos/pictures – at least 6..... 0 1 2 3 4 5
- Support materials: business cards, letterhead, tools/equipment, logo, etc. 0 1 2 3 _____ /20

PANEL TWO:

- Demonstration and/or video evidence of job-specific skill acquired or improved upon..... 0 1 2 3 4 5 6 7 8 9 10
- “Why I chose Co-op”..... 0 1 2
- “Three ways Co-op has helped me”...
 Personal/valuable learning experiences, accomplishments..... 0 1 2 3
- “How Co-op has affected my future plans” (reinforced? changed?)..... 0 1 2 3
- Related high school courses..... 0 1 2 _____ /20

PANEL THREE:

- Complete and accurate career information...
 Qualifications, skills, abilities required to be successful in the career..... 0 1 2 3 4
- Further education/training available in Canada (post-secondary; apprenticeships, etc.)...
 Admission requirements, length of program, costs..... 0 1 2 3
- Include a variety of educational facilities (where possible)..... 0 1 2
- Entry-level salary expectations..... 0 1 2
- Future employment opportunities/outlook in this and/or related careers..... 0 1 2
- Other jobs related to the career..... 0 1 2 _____ /15

SECTION C: PRESENTATION (15 MARKS)

- Display indicates extensive preparation..... 0 1 2 3
- Display set-up on time (student present and standing at display)..... 0 1 2 3
- Student dressed appropriately (in uniform if applicable; no ball cap, jeans, etc.)..... 0 1 2 3
- Student is polite, cordial, and displays enthusiasm & interest when answering questions..... 0 1 2 3
- Questions answered thoroughly & promptly (demonstrates knowledge & confidence)..... 0 1 2 3 _____ /15

COMMENTS / FEEDBACK: