



## Proficiency Evaluators Guide - Placement

Use this sheet as a reference to complete the Student Score Sheet with feedback for each participant.

### Performance Review A

Section	High Points	Mid Points	Low Points
<i>Performance Review A, Question 1</i> SAE Explanation and Relation to Award Area	<i>4-3 Points</i> Response demonstrates a clear understanding of their SAE program.	<i>3-2 Points</i> Response demonstrates a limited understanding of their SAE program.	<i>1-0 Points</i> Response demonstrates little or no understanding of their SAE program.
<i>Performance Review A, Question 2</i> Roles, Responsibilities and/or Management Decisions Made	<i>2 Points</i> Response demonstrates a clear description of roles, responsibilities and/or management decisions made related to their SAE program.	<i>1.5-1 Points</i> Response demonstrates a limited description of roles, responsibilities and/or management decisions made related to their SAE program.	<i>.5-0 Points</i> Response demonstrates little or no description of roles, responsibilities and/or management decisions made related to their SAE program.
<i>Performance Review A, Question 2</i> Roles, Responsibilities and/or Management Decisions Made	<i>2 Points</i> Response demonstrates significant change or progression (growth) of roles, responsibilities and/or management decisions made over time period represented.	<i>1.5-1 Points</i> Response demonstrates limited change or progression (growth) of roles, responsibilities and/or management decisions made over time period represented.	<i>.5-0 Points</i> Response demonstrates no change or progression (growth) of roles, responsibilities and/or management decisions made over time period represented.
<i>Performance Review A, Question 3</i> Challenges	<i>2 Points</i> Response demonstrates a complete explanation of the challenge and steps utilized to address the challenge.	<i>1.5-1 Points</i> Response demonstrates a limited explanation of the challenge and steps utilized to address the challenge.	<i>.5-0 Points</i> Response demonstrates a little or no explanation of the challenge and steps utilized to address the challenge.
<i>Performance Review A, Question 3</i> Challenges	<i>2 Points</i> Response demonstrated candidate's complete involvement in addressing the challenge.	<i>1.5-1 Points</i> Response demonstrated candidate's limited involvement in addressing the challenge.	<i>.5-0 Points</i> Response demonstrated no involvement in addressing the challenge.



### Performance Review B and C

Section	High Points	Mid Points	Low Points
<i>Performance Review B</i> Progress-Accomplishments	<i>1.5 Points</i> Responses clearly identify three accomplishments related to the award area.	<i>1 Point</i> Responses vaguely identify three accomplishments related to the award area.	<i>.5-0 Points</i> Responses do not identify three accomplishments related to the award area.
<i>Performance Review B</i> Progress-Accomplishments	<i>1.5 Points</i> Accomplishment illustrates significant impact that influenced the growth and success of their SAE program.	<i>1 Point</i> Accomplishment illustrates limited changes that influenced the growth and success of their SAE program.	<i>.5-0 Points</i> Accomplishment illustrates no impact that influenced the growth and success of their SAE program.
<i>Performance Review C</i> Impact	<i>3 Points</i> Responses clearly describe three experiences from their SAE program or activities that will impact the candidate's future.	<i>2 Points</i> Responses vaguely describe three experiences that will impact the candidate's future.	<i>1-0 Points</i> Responses do not describe three experiences from their SAE program or activities that will impact the candidate's future.

### SAE Placement and Exploratory

Section	High Points	Mid Points	Low Points
SAE Size, Scope, Responsibilities Details	<i>10-8 Points</i> Includes a complete SAE description, size, scope, responsibilities, or hours and/or income.	<i>7-5 Points</i> Limited inclusion SAE description, size, scope, responsibilities, or hours and/or income.	<i>4-0 Points</i> Limited to no SAE description, size, scope, responsibilities, or hours and/or income.
SAE Size, Scope, Responsibilities Details	<i>22-15 Points</i> Shows significant growth in diversification, responsibilities, or hours and/or income and engagement over time period and opportunities presented.	<i>14-7 Points</i> Shows limited growth in diversification, responsibilities, or hours and/or income and engagement over time period and opportunities presented.	<i>6-0 Points</i> Shows little or no growth in diversification, responsibilities, or hours and/or income and engagement over time period and opportunities presented.



### Learning Outcomes and Efficiency Factors

Section	High Points	Mid Points	Low Points
Learning Outcomes & Efficiency Factors	<p><i>12-8 Points</i></p> <p>4 or more responses reflective of SAE, each clearly demonstrates (measurable) improvement of efficiencies over time period reported, or clearly identifies how poor efficiencies led to decision improving overall SAE enterprises or activities.</p>	<p><i>7-5 Points</i></p> <p>2-3 responses, or each listed partially demonstrates improvement of efficiencies over time period reported, or partially identifies how poor efficiencies led to decision improving overall SAE enterprises or activities.</p>	<p><i>4-0 Points</i></p> <p>2-0 responses, and does not demonstrate or relate improvements of efficiencies to the SAE over time period reported, or does not identify how poor efficiencies lead to decision improving overall SAE enterprises or activities.</p>

### Skills, Competency, and Knowledge

Section	High Points	Mid Points	Low Points
Skill Development and Contribution to Success	<p><i>13-9.5 Points</i></p> <p>All 10 competencies demonstrate skills that are appropriate for the size, scope and responsibilities of the program.</p>	<p><i>9-4 Points</i></p> <p>Some (5-9) competencies are somewhat appropriate for the size, scope and delivery of responsibilities of the SAE.</p>	<p><i>3.5-0 Points</i></p> <p>Less than 5 competencies are listed and/or are not appropriate for the size, scope and delivery of responsibilities of the SAE.</p>
Skill Development and Contribution to Success	<p><i>13-9.5 Points</i></p> <p>All 10 contributions demonstrate application of skill attainment with significant measurable impact on the overall success of the SAE.</p>	<p><i>9-4 Points</i></p> <p>Some (5-9) contributions demonstrate application of skill attainment with incomplete measurable impact on the overall success of the SAE.</p>	<p><i>3.5-0 Points</i></p> <p>Less than 5 contributions are listed and/or demonstrate limited application of skill attainment with no measurable impact on the overall success of the SAE.</p>

### Photos

Section	High Points	Mid Points	Low Points
Photos Pages 1-6	<i>6-5 Points</i> Candidate submitted six high quality photos with clearly descriptive captions that demonstrate the overall growth and success of the SAE.	<i>4-3 Points</i> Candidate submitted six photos with slightly vague captions that demonstrate the overall growth and success of the SAE.	<i>2-0 Points</i> Candidate submitted six poor quality photos with non-descriptive captions that demonstrate the overall growth and success of the SAE.

### Supplemental Information

Section	High Points	Mid Points	Low Points
Supplemental Information	<i>3 Points</i> Candidate submitted at least one additional page of SAE related information that added value to the application.	<i>2 Points</i> Candidate submitted an additional page(s) of SAE related information that added limited value to the application.	<i>1-0 Points</i> Candidate submitted no additional page(s) of SAE related information or the page(s) added little or no value to the application.

### Spelling and Grammar

Section	High Points	Mid Points	Low Points
Spelling and Grammar	<i>3 Points</i> Candidate makes no errors in grammar or spelling that distracts the reader from the content.	<i>2-1 Points</i> Candidate makes limited errors in grammar or spelling that distracts the reader from the content.	<i>.5-0 Points</i> Candidate makes excessive errors in grammar or spelling that distracts the reader from the content.

# Student Score Sheet: Placement Proficiency

Student: \_\_\_\_\_ Chapter: \_\_\_\_\_ Area: \_\_\_\_\_

Section	Strong	Moderate	Low	Total Points	Comments
<b>SAE Explanation and Relation to Award Area</b> <i>4 points max</i>	4-3	3-2	1-0		
<b>Roles, Responsibilities and/or Management Decisions Made</b> <i>2 points max</i>	2	1.5-1	.5-0		
<b>Roles, Responsibilities and/or Management Decisions Made</b> <i>2 points max</i>	2	1.5-1	.5-0		
<b>Challenges</b> <i>2 points max</i>	2	1.5-1	.5-0		
<b>Challenges</b> <i>2 points max</i>	2	1.5-1	.5-0		
<b>Progress-Accomplishments</b> <i>1.5 points max</i>	1.5	1	.5-0		
<b>Progress-Accomplishments</b> <i>1.5 points max</i>	1.5	1	.5-0		
<b>Impact</b> <i>3 points max</i>	3	2	1-0		
<b>SAE Size, Scope, Responsibilities (Details)</b> <i>10 points max</i>	10-8	7-5	4-0		
<b>SAE Size, Scope, Responsibilities (Details)</b> <i>22 points max</i>	22-15	14-7	6-0		
<b>Learning Outcomes &amp; Efficiency Factors</b> <i>12 points max</i>	12-8	7-5	4-0		
<b>Skill Development and Contribution to Success</b> <i>13 points max</i>	13-9.5	9-4	3.5-0		
<b>Skill Development and Contribution to Success</b> <i>13 points max</i>	13-9.5	9-4	3.5-0		
<b>Photos</b> <i>6 points max</i>	6-5	4-3	2-0		
<b>Supplemental Information</b> <i>3 points max</i>	3	2	1-0		
<b>Spelling and Grammar</b> <i>3 points max</i>	3	2-1	.5-0		
<b>Total Points out of 100</b>					