

Student Name: _____ **Faculty/Evaluator:** _____

Please circle or insert the appropriate score for each of the following standards of professionalism.

Honesty/Integrity

Not Observed _____

60	65	70	75	80	85	90	95	100	95	90	85	80	75	70	65	60
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Untruthful; misrepresents position/status; misuses resources; falsifies data, plagiarizes, cheats

Exhibits forthrightness and truthfulness; trustworthy; identifies status/position appropriately; displays honesty at all times

Truthful to the point of blatant insensitivity; tactless

Written communication

Not Observed _____

60	65	70	75	80	85	90	95	100	95	90	85	80	75	70	65	60
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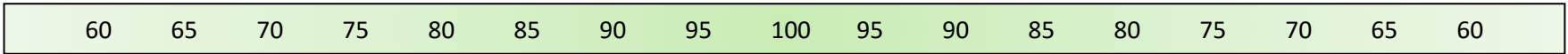
Grammar poor; ideas not well expressed

Writes in a clear, concise manner; thoughts well-expressed and unambiguous.

Verbose; writing is overly detailed or redundant

Verbal communication

Not Observed_____



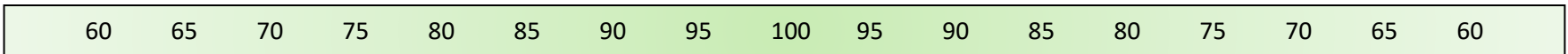
**Inarticulate; poorly spoken
ideas not well expressed**

Speaks clearly and effectively

**Dominates conversations;
loud, indiscreet, or redundant;
uses distracting gestures**

Punctuality

Not Observed_____



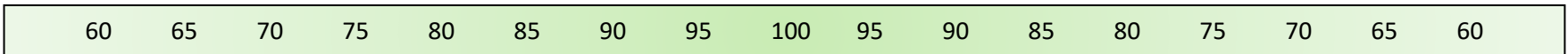
**Exhibits a consistent lack of
punctuality; does not adhere
to deadlines**

Punctual; meets deadlines

Values timeliness over quality

Appearance

Not Observed_____



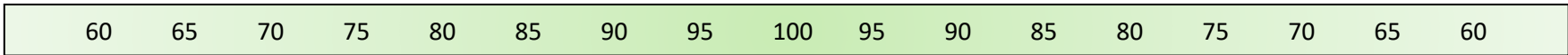
**Poor hygiene; sloppy,
clothes unkempt**

**Appropriately groomed and
clean**

**Extremes of dress; provocative
or inappropriate**

Confidentiality

Not Observed____



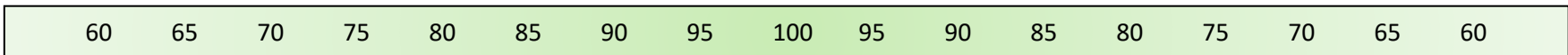
Disregards colleagues and collaborator's confidentiality

Demonstrates and maintains sensitivity to confidential and proprietary information

Inappropriately guards information to the extent that needed activities are delayed, difficult or compromised.

Team work

Not Observed____



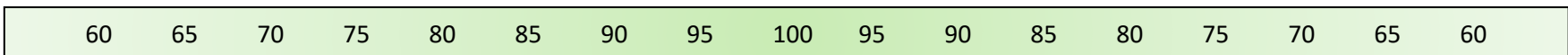
Non-participatory, does not contribute

Works well with others and team members

Dominant and authoritarian; uncooperative; overbearing

Respect for others

Not Observed____



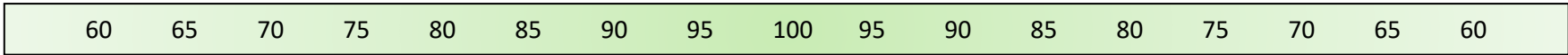
Disrespectful to others; insensitive to their beliefs, opinions, gender, race, culture, religion, sexual orientation, or status

Demonstrates sensitivity to others; beliefs opinions, gender, race, culture, sexual, orientation, and status

Inappropriately deferential to the behavior of others regardless of consequence

Responsibility

Not Observed_____



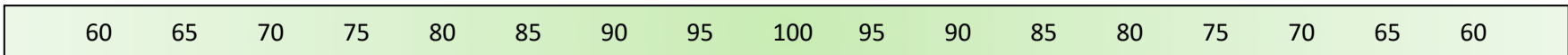
Makes excuses; displaces blame

Admits errors; responsibility for actions

Afraid to act for fear of making errors; assumes blame inappropriately; overly obsessive

Collaboration

Not Observed_____



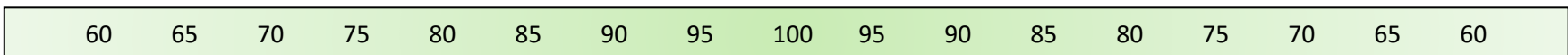
Concern for self-supersedes the interests of others; self-centered; selfish, unwilling to collaborate

Shows appropriate concern for others' interest; goes the extra mile without thought of reward

Excessively deferential; overextends self to own detriment

Self-Confidence

Not Observed_____



Always insecure; unable to act independently

Appropriately confident; asks for help when necessary

Overconfident; does not recognize own limitations