

IVROP Employability Common Assessments

As part of IVROP's commitment to providing quality career and educational training to all of their students, common rubrics for use with the application and resume portions of the employability units will be implemented during the 2012-2013 school year. The goal of the rubrics provided is to be able to have a common tool to evaluate a student's resume and application and, as such, a common way to talk about the strengths / areas for growth in students' work across all IVROP courses. These rubrics emphasize correct grammar, punctuation, formatting and presentation. Students will understand the importance of good academic skills, critical thinking and problem solving skills. All of these components are necessary to enter the job market locally and globally.

Application Rubric

The application rubric is divided into 9 categories which may be applied to a generic job application (provided on line through IVROP) or a specific application of your choice.

Resume Rubric

The resume rubric is divided into 8 categories. Teachers have the option of using the resume style of their choice as long as the 8 categories are included.

Grading Scale

Application: 33-36= A

29-32=B

25-28=C

21-24=D

Resume 29-32=A

25-28=B

22-24=C

19-21=D

Summary

Every teacher has their own unique lesson for teaching the employability component. The instructor has the flexibility to teach and implement these when it best fits their curriculum. The main goal is to have a common assessment (rubrics provided) throughout all of the IVROP classes.