CAREER PATHS

Assignment & Rubrics
4 Oral & Written Reports

Written Career Report

Student Name:

Assignment:

Grade Criteria	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria Minimally	Above Average Meticulous & Well Done 9-10
Format elements are organized and sequenced in a logical structure. Five (5) questions are included and addressed appropriately.			
Content is accurate, complete and includes all the required elements. Content, pictures & graphics			

Oral Presentation Rubric

Student Name:

Assignment:

Class:

Date:

Oral Report Personal Communication Criteria	Does Not Meet Requirement		Meets Requirement		
	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria Minimally 2	Assignment Criteria Below Average 3	Assignment Criteria Average 4	Assignment Criteria Above Average 5
Explains content thoroughly, with a progressive flow from beginning to end. Addresses peers in an articulate manner. Speaks slowly, clearly, and direct					

PATTY ANN

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BY
P A T T Y   A N N

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Enjoy the Rubric templates!
A helpful instructive explanation accompanies every Rubric.

CAREER PATHS
Assignment

There are many career paths to choose from. A single vocation can have many specialties. For instance, doctors can be Dentists, and specific to this profession one can chose to be an orthodontist. An animal doctor—a veterinarian can specialize in equine lameness. Choose a specific career path that fits passions. Research its potential and describe its characteristics. Discover explore career paths that may be a fit for you!

Here are some recommendations for a complete and thorough report.

- Interview one or more professionals who are employed your job of interest
- Define the job description as per how Human Resources might describe it
- Determine the type and level of education needed this profession
- List the work duties that fit within the job description
- Research the salary range of your chosen profession
- Define your career's working conditions and site assignments
- Define the personality traits of a person who enjoy this line of work
- Pull all your information together and organize it thoughtfully
- Make a plan for presenting your career choice to the class—be creative!
- Be resourceful & think out-of-the-box when constructing your reports

Your project will be graded by the Rubric method.
All written reports are in OWN WORDS and will be:

- Typed, spell checked and be neatly formatted
- Have a cover page
- Each section will distinct heading in bold type
- List all references and resources in the back of your report, including names and contact information of any person you interviewed
- Presentation format are critical to this project

Your oral report will present on your findings. Reports will last for a minimum of 10 minutes with an additional 2-3 minutes for questions (from the class) and (from you) about your selected career. You are the expert and your classmates will get to inquire about your chosen profession.

Oral presentations can include Power Points, videos, role plays, interactive class activity, or/and visuals that are congruent with your career presentation. However, using media exclusively can only consume 4 minutes of your presentation time unless you are talking along with the visual aids. Be creative, use your imagination, and make it fun for you and your classmates!

Written Career Report Rubric

A Rubric for targeting and reporting ANY career path way

The objective of this Rubric assignment is to gain insight into any type of career path. Students will identify and address the Rubric components and write a report about one career.

Address the Following:

- Prepare a written essay addressing the criteria as shown in the ___
- This Career Report Survey addresses one particular ___ path.
- Create a professional written presentation includi___ chapter pages, headers and footers, bibliography, credits, and r___ enc___
- Apply correct sentence structure, gra___mar, and ___ ___ation
- Reports will be proofread and edite___
- Include applicable pictures and graphics___
- Each individual student will plan and pre___ ir own written report.
- Apply organizational skills to the de___ form___ e report.

- Include five (5) specific career orient___ ___estions. Address each question specifically and thoroughly. Q___tions ___ be supplied by:
  - Teacher provides que___
  - Each student designs their ow___ ___ons
  - Class collaborate___ ___cides on questions
  - Choose 5 que___ ___s ___ a question bank

  Some samples ___ ___ions
  - Where i___ ___ ___oi___g and/or education obtained?
  - What a___ ___arting ___ ___s?
  - Wha___ ___e projected career outlook for the future?
  - Wh___ ___e advancement opportunities within this career field?
  - ___re th___ ___entice programs available?

Written Career Report

Student Name:				Class:	
Assignment:				Date:	

Grade Criteria	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria Minimally 2-3	Assignment Criteria Below Average 4-5	Assignment Criteria Average	ticulo ll Done 10
Format elements are organized and sequenced in a logical structure					
Five (5) questions are included and addressed appropriately					
Content is accurate, complete and includes all the required elements					
Content, pictures, and graphics communicates to the reader effectively					
Assignment goals and overall under-standings are shown in work					
Assignment applies writing conventions: is edited & proof					
Assignment w s within ved	Time Line Not Met Points Deducted		Yes, Time Line Met + 5 Points		
Assignm otal Poi sible					
Com					

CAREER PATHS ~ Assignment & Rubrics

Oral Presentation Rubric

An oral communication presentation Rubric for ANY subject matter

Rubric Standards Addressed:

- Prepare and present an oral report applying the Rubric criteria.
- Use proper and professional presentation techniques that inclu~~de~~ contact, body language, verbal tone, rate of delivery, and visuals.
- Apply correct pronunciation and enunciation when present~~ing~~.
- Apply organizational strategies.

Level of Cognition Assessed:

Knowledge: recall, identify, name, recognize, defin~~e~~...
Comprehension: review, discuss, descri~~be, illustrate, state, report~~
Application: interpret, translate, relate, ~~demonstrate, exhibit~~
Analysis: investigate, analyze, inquire, disc~~over~~...
Synthesis: develop, arrange, plan, formu~~late, compose~~, create, produce

Why this Type of Assessment?

This Rubric identifies specific targe~~ts~~ ...~~giv~~ing an oral report. This grid can be used as a checklist a~~s~~ ...tudent giv~~es~~ his/her presentation. Additionally, teachers can share this ~~...~~ric with their class so students will know how their report will be asse~~ss~~ed. T~~his~~ Ru~~b~~ric will set an expectation so students will understand their perfo~~rmance goals~~ ...nd therefore can do their best.

Presentation Sk~~ill~~ ...s an awe~~some~~ resource for organizing and preparing oral reports and ~~present~~ations. This product is at PattyAnn.net and affiliated resellers.

CAREER PATHS ~ Assignment & Rubrics

Oral Presentation Rubric

Student Name:			Class:		
Assignment:			Date:		

	Does Not Meet Requirement		**Meets Requirement**		
Oral Report: Personal Communication Criteria	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria- Minimally 2	Assignment Criteria Below Average 3	Assignment Criteria Average	Assignment Criteria Average 5
Explains content thoroughly, with a progressive flow from beginning to end					
Five (5) questions are included and addressed appropriately					
Maintains eye contact with audience; Speaks clearly and directly					
Subject matter competence is evident and coherent					
Assignment addresses objectives and meets goals					
Report format is organized and					
of and technology incorporated					
ent 35 Po					
Comments					

CAREER PATHS ~ Assignment & Rubrics

Easy on the Printer
4 Black on White Printing

The following pages contain the Rubrics formatted in black and white to accommodate using less printer ink.

CAREER PATHS ~ Assignment & Rubrics

Written Career Report

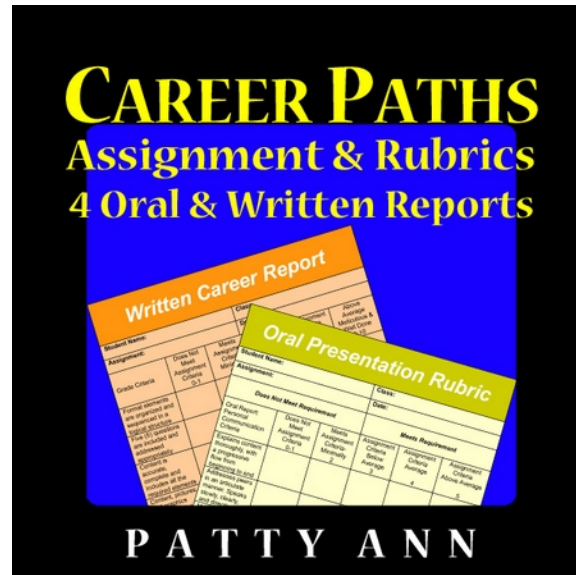| Student Name:				Class:		
Assignment:				**Date:**		

Grade Criteria	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria Minimally 2-3	Assignment Criteria Below Average 4-5	Assignment Criteria Average	Meticulous & Well Done 10
Format elements are organized and sequenced in a logical structure					
Five (5) questions are included and addressed appropriately					
Content is accurate, complete and includes all the required elements					
Content, , and graphics communicates to the reader effectively					
Assignment goals and overall under-standings are shown in work					
Assignment applies writing conventions: is edited & proof					
Assignment was sub... within ...ved	Time Line Not Met Points Deducted		Yes, Time Line Met + 5 Points		
Assignm... Total ...Poi... ...sible					
Com...					

Oral Presentation Rubric

Student Name:			Class:		
Assignment:			Date:		

	Does Not Meet Requirement		*Meets Requirement*		
Oral Report: Personal Communication Criteria	Does Not Meet Assignment Criteria 0-1	Meets Assignment Criteria-Minimally 2	Assignment Criteria Below Average 3	Assignment Criteria Average	Assignment Criteria Above Average 5
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Maintains eye contact with audience; Speaks clearly and directly					
Subject matter competence is evident and coherent					
Assignment addresses objectives and meets goals					
Report format is organized and structured					
Use of visual and technology incorporated					
Assessment 35 Points					
Comments					

CAREER PATHS ~ Assignment & Rubrics

THANK YOU for Previewing

Your Purchase Supports

Thank YOU !