

Section 1 — Student Information

Student Name:		TEACHER USE ONLY	
Course: Cooperative Education (WOW)		Due Date: June 13, 2014	
Teacher: Mr. Ferguson		School: Renfrew Collegiate Institute	
		Final Grade: _____	
		Date: <i>June 13, 2014</i>	

Section 2 — Overall Demonstration of Learning

N/A <i>Not Applicable</i>	I <i>Inc</i>	R <i>Remedial</i>	Level 1 <i>Missed the Mark!</i>		Level 2 <i>Getting There!!</i>		Level 3 <i>On Target!!!</i>		Level 4 <i>Bulls Eye!!!!</i>	
N/A	20% or 30%	R+ 45% R 40% R- 35%	1+ 1 1-	59-57% 56-54% 53-50%	2+ 2 2-	69-67% 66-64% 63-60%	3+ 3 3-	79-77% 76-74% 73-70%	4+ 4 4-	99-95% 94-87% 86-80%

Section 3 — Exit Resume

Criteria <i>Description</i>	I <i>Inc.</i>	R <i>Remedial</i>	Level 1 <i>Beginner</i>	Level 2 <i>Apprentice</i>	Level 3 <i>Journeyman</i>	Level 4 <i>Master Journeyman</i>
Knowledge/understanding	Inc.	Too much information is missing	some required information is lacking - contact information - work experience - education - skills - interests - activities - personal qualities - references	quality of required information is inconsistent - contact information - work experience - education - skills - interests - activities - personal qualities - references are mentioned with some errors	required information is sufficient and accurate - contact information - work experience - education - skills - interests - activities - personal qualities - references are mentioned and are accurate	all required information is relevant, specific and accurate - contact information - work experience - education - skills - interests - activities - personal qualities - references are mentioned, accurate and includes a letter of reference
communication	inc	visual aspects are too poor	visual aspects lack effectiveness -white space -headings -point form -font -bullets	visual aspects are effective to some degree	visual aspects are effective -white space -headings -point form -font -bullets	visual aspects are highly effective -white space -headings -point form -font -bullets
application	inc	Too many errors and/or too ineffective	many serious errors in use of mechanics (spelling, punctuation etc) use of word processor is ineffective	several minor errors in use of mechanics (spelling, punctuation etc.) use of word processor is somewhat effective.	use of mechanics is correct with 2 or less minor errors (spelling, punctuation etc) use of word processor is effective	use of mechanics is correct - error free (spelling, punctuation etc) use of word processor is highly effective

Ensure that you follow all safety procedures

Safety First