



**FBLA ELECTRONIC CAREER PORTFOLIO {adjusted}**  
Performance Rating Sheet

Name: \_\_\_\_\_

Evaluation Item Content	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Resume:</b>	Resume not included or demonstrated	Provides a review of resume including experiences, qualifications, special skills, community service, and references.	Provides a review of resume using multiple visual aids. Outlining resume in more detail {experiences: professional, career related, and leadership, service, academic success}	Provides a review of resume and integrates interactive features of technology into presentation	
	0	1-8	9-11	12-15	
<b>Career Research:</b>	Career research not included or demonstrated	Shares research on desired career. The specific career targeted is clearly identified and described.	Shares research on desired career and correlates personal qualifications to this career <ul style="list-style-type: none"> <li>▪Skills and education needed for the career are identified and outlined</li> <li>▪Money/salary and outlook for the career are identified</li> </ul>	Shares research and qualifications for career and incorporates statistics, data, and salary	
	0	1-8	9-11	12-15	
<b>Career-Related Education:</b>	No demonstration of career related education	Shares information about school activities and work experiences	Shares information about school activities and work experiences and how one prepared for the other	Correlates experience and education and provides details about a career research project. Application of business education and/or related occupational skills and their relationships to the career	
	0	1-8	9-11	12-15	
<b>Examples of Special Skills or Proficiencies:</b>	No demonstration of special skills or proficiencies	Shares about one special skill or proficiency related to desired career	Shares two special skills or proficiency related to desired career they have earned and how it makes them qualified for their selected career	Shares and correlates at least three special skills or proficiency related to desired career	

	0	1-8	9-11	12-15	
<b>Educational Enhancement:</b>	No demonstration of education enhancement	Provides one example of education enhancement	Provides examples of community service projects, informational interviews	Provides examples of job shadowing, internships, career opportunities noted, evidence of career development planning	
	0	1-8	9-11	12-15	
<b>Identified Sources:</b>	No sources included	Identifies at least one data source used in development of presentation	Identifies at least two data sources used in development of presentation	Logically link sources and research to qualifications, resume, and career	
	0	1	2-3	4-5	
<b>Delivery Skills</b>					
<b>Statements are well-organized and clearly stated:</b>	Presenter did not appear prepared	Presenter was prepared, but flow was not logical	Presentation flowed in logical sequence	Presentation flowed in a logical sequence, statements were well organized	
	0	1-5	6-7	8-10	
<b>Demonstrates self-confidence, poise, good voice projection, and assertiveness</b>	Presenter did not demonstrate self-confidence	Presenter demonstrated self-confidence and poise	Presenter demonstrated self-confidence and poise	Presenter demonstrated self-confidence, poise, good voice projection, and assertiveness	
	0	1-5	6-7	8-10	
<b>Comments:</b>					
			<b>Total Points</b>	<b>/100 max.</b>	