

# Cooperative Education Visitation Assessment



<b>Student:</b>	<b>Placement:</b>
<b>Contact:</b>	<b>Phone:</b>

## Learning Skills and Work Habits

Date						

<b>Responsibility</b>									
▪ Fulfills responsibilities and commitments within the learning environment.									
▪ Completes and submits material and assignments according to agreed-upon timelines.									
▪ Takes responsibility for and manages own behaviour.									
<b>Organization</b>									
▪ Devises and follows a plan and process for completing work and tasks.									
▪ Establishes priorities and manages time to complete tasks and achieve goals.									
▪ Identifies, gathers, evaluates, and uses information, technology and resources to complete tasks.									
<b>Independent Work</b>									
▪ Independently monitors, assesses, and revises plans to complete tasks and meet goals.									
▪ Uses class time appropriately to complete tasks.									
▪ Follows instructions with minimal supervision.									
<b>Collaboration</b>									
▪ Accepts various roles and an equitable share of work in a group.									
▪ Responds positively to the ideas, opinions, values, and traditions of others.									
▪ Builds healthy peer-to-peer relationships through personal and media-assisted interactions.									
▪ Works with others to resolve conflicts and build consensus to achieve group goals.									
▪ Shares information, resources, and expertise and promotes critical thinking to solve problems and make decisions.									
<b>Initiative</b>									
▪ Looks for and acts on new ideas and opportunities for learning.									
▪ Demonstrates the capacity for innovation and a willingness to take risks.									
▪ Demonstrates curiosity and interest in learning.									
▪ Approaches new tasks with a positive attitude.									
▪ Recognizes and advocates appropriately for the rights of self and others.									
<b>Self-Regulation</b>									
▪ Sets own individual goals and monitors progress towards achieving them.									
▪ Seeks clarification or assistance when needed.									
▪ Assesses and reflects critically on own strengths, needs, and interests.									
▪ Identifies learning opportunities, choices, and strategies to meet personal needs and achieve goals.									
▪ Perseveres and makes an effort when responding to challenges.									
E – Excellent    G – Good    S – Satisfactory    N – Needs Improvement									