

Performance Standards for Work Habits

	Good (Always Displays the Appropriate Behavior)	Satisfactory (Sometimes Displays the Appropriate Behavior)	Needs Improvement (Seldom Displays the Appropriate Behavior)
Attendance	No unexcused absences	No unexcused absences	Unexcused absences
Punctuality	On time to every class	One or two late arrivals	Frequently late to class and/or late by several minutes
Equipment	Always brings equipment	Occasionally has forgotten equipment	Frequently does not bring equipment
Work Ethic *Phones out and Earphones/ Air Pods in constitute distracting use, unless otherwise stated by me.	Gets to work quickly; remains on task and within the classroom; distracting engagement use of personal technology is never an issue.	Works well as directed and generally remains on task; sometimes leaves or asks to leave the classroom; sometimes distracted by personal technology.	Slow to get started, must be supervised constantly and closely or goes off task; frequently leaves or asks to leave the classroom; frequently distracted by personal technology.
Attitude	Shows interest in the class; offers constructive ideas and positive contributions;	Is generally accepting of class work and displays a positive attitude	Often brings a negative attitude to class; complains and/or goes off task
Participation	Frequently offers productive ideas; works to respectfully support the activity in class;	Takes part in activities; responds when called upon.	Avoids taking part in class activities; rarely contributes to class or contributes negatively;

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Performance Standards for Work Habits (continued)

<p>Homework and Assignment Submissions</p>	<p>Work is always submitted complete by or before scheduled due dates; excellent quality is produced; evidence of home study for exams</p>	<p>Completes and submits work most of the time - by scheduled due dates - to an acceptable quality; some evidence of home study for exams</p>	<p>Frequently incomplete or frequently submitted past scheduled due dates; frequently shows minimal effort; rare evidence of home study for exams</p>
<p>Responsibility</p>	<p>Often shows initiative; seeks and accepts feedback willingly and takes responsibility to improve; consistently takes advantage of conferencing opportunities; always present for due dates, scheduled presentations, and tests; makes use of Flex Time to support learning.</p>	<p>Occasionally shows initiative; seeks and responds appropriately to feedback and makes corrections as directed; sometimes conferences or conferences only when called upon; some absenteeism for due dates, scheduled presentations, and tests; occasionally makes use of Flex Time if needed.</p>	<p>Rarely shows initiative; responds poorly to feedback; avoids actively seeking feedback; does not take advantage of conferencing opportunities; frequently absent for due dates, scheduled presentations, and tests; does not make use of Flex Time, despite being told to.</p>