

Analysis Phase – Rubric for Interviewing

Student's Name _____ Name of Teacher interviewed _____

	Criteria				Value
	1	2	3	4	
Introduction	Greeting absent. Begin with little or no eye contact.	Greeting is present. Begins with little or no eye contact.	Greeting is present. Use of eye contact is appropriate.	Greeting is present. Use of eye contact is appropriate. Body language used is pleasant.	
Appearance	Student is not dressed appropriately; inappropriate body language.	Student wears appropriate clothing; some inappropriate body language.	Student's wears appropriate clothing; little inappropriate body language.	Appropriate dress and manners are used; appropriate body language.	
Voice	Inappropriate vocabulary and grammar are used. Speech is difficult to understand.	Speech is too soft or mumbles. Poor grammar is used.	Good volume, grammar, and vocabulary used.	Good volume, grammar & vocabulary used. Spoken with a determined confidence.	
Poise	Posture, eye contact, and uneasy behaviors were inappropriately demonstrated.	Two of the following: Posture, eye contact, or uneasy behaviors were inappropriately demonstrated.	One of the following: posture, eye contact, or uneasy behaviors was inappropriately demonstrated.	Good posture is used. Eye contact is maintained. No nervous habits are exhibited.	
Preparation	It is obvious that no preparation was used.	It is obvious that some preparation was used.	It is obvious that above average preparation was used.	It is obvious that a great deal of preparation was used.	
Completion of worksheets 1-7	A few worksheets are filled out.	4 worksheets completed with some helpful information.	7 worksheets are complete & are more than adequate.	7 worksheets are excellent & show work on target for goals	
				Total:	

(One signature is required.)

Cooperative Teacher

Multimedia Teacher

Approval Date