BRAUERTRAINING

GRADING YOUR PERSONAL "READINESS" FOR THE JOB

POSITIVE **+** = +3 great   +2 good   +1 acceptable   Use only one rating per line and
NEGATIVE — = - 1 clumsy   - 2 bad   - 3   leave blank any line not assessed
unacceptable

	+	-
1. General Language Proficiency		
2. Technical Terminology		
3. Customer Service Skills		
4. Ethical Behavior		
5. Cultural Competency		
Accuracy and Completeness		
6. Equivalency of concepts and terms		
7. Omissions (+3 if none, -1 for each occurrence)		
8. Additions (+3 if none, -1 for each occurrence)		
9. Changes (+3 if none, -1 for each occurrence)		
10. Non verbal cues (+ for good ones, – for absent)		
Communication Skills		
11. Speed of delivery		
12. Clarity (diction, register, delivery)		
13. Voice (pleasant, professional tone)		
Added total for each column (A)		
Number of rows graded (B)		

	TOTAL SCORE	
PLUS (+) Column *(Divide A/B)*		
MINUS (-) Column *(Divide A/B then x 100)*	% OF WEAKNESS	

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SUGGESTED GRADING CRITERIA

	Optimum Score Desired	+3
PLUS (+) Column *(Divide A/B)* *(39/13)*		
	(Maximum) % of Weakness	-20%
MINUS (-) Column *(Divide A/B then x 100)*		

10 lines completed. 8 lines with a positive and 2 lines with a negative
The positives were +3, +3, +3, +3, +3, +2, +2, +2 = 21
The negatives were -2 and -2 = -4

Positive score equals 21/10 = +2.1, barely a "passing" score, indicating that this person needs to work hard on those line items where the scores were not optimum – this person might experience difficulties passing some LSP tests.

Negative score equals -4/10 x 100 = 40%, a very high negative percentage; this person needs to take serious training or practice related to the areas of the negative scores before applying for an interpreting job.

DISCLAIMER:
- These guidelines are for your personal preparation only.
- They are partially arbitrary and stated for the sole purpose of SELF-GUIDANCE to the areas recommended for improvement.
- They have not been validated or compared to any specific language service provider grading or scoring template.
- They cannot anticipate any specific real-world ability to be or not be hired, but rather a general "readiness" for hire.