

PAES® Practical Assessment Exploration System

Performance Summary

Shanna

Student ID: 0

Birth Date:

School: Miller Lab

Evaluator: Theresa
Snowbarger

Grade:

Notes:

QUANTITY of Work Completed:

TOTAL Number of Jobs Attempted:	122
TOTAL Number of Jobs Performed Successfully:	109
Attendance - Hours present for PAES:	110
Amount of Production Standard Met:	40 %

APTITUDE:

	Aptitude Score	Number of Jobs Performed	
		Successfully	Attempted
BUSINESS/MARKETING	48%	16	18
COMPUTER/TECHNOLOGY	69%	23	24
CONSTRUCTION/INDUSTRIAL	46%	18	20
PROCESSING/PRODUCTION	54%	29	35
CONSUMER/SERVICE	53%	23	25



Aptitude Scores above 70% suggest semi-competitive / semi-independent performance with minimal or no support in vocational classes and entry level employment



Aptitude Scores between 30% and 70% suggest additional job skills training or supported work experience to help prepare for entry level employment



Aptitude Scores below 30% suggest on-going job skills training and unpaid work experiences

* Completed less than 8 Jobs. Score is likely elevated.

INTERESTS:


	Interest Level			Composite Scores
	High	Moderate	Low	
BUSINESS/MARKETING	83%	17%	0%	92%
COMPUTER/TECHNOLOGY	100%	0%	0%	100%
CONSTRUCTION/INDUSTRIAL	85%	10%	5%	90%
PROCESSING/PRODUCTION	83%	14%	3%	90%
CONSUMER/SERVICE	84%	16%	0%	92%

PAES Aptitude Scores are based on Composite Scores

AMOUNT of ASSISTANCE Needed to Perform Entire Job Successfully

	Independent	Verbal	Demonstration	Guided Practice	Composite Scores
Business / Marketing	6%	50%	38%	6%	63%
Computer / Technology	17%	30%	39%	13%	60%
Construction / Industrial	22%	6%	50%	22%	53%
Processing / Production	31%	28%	38%	3%	71%
Consumer / Service	0%	30%	57%	13%	52%

0 30 70 100




Assistance Composite 60%

QUALITY of WORK PERFORMED - First Trial Accuracy

	Correct	Few Errors	Many Errors	Composite Scores
Business / Marketing	33%	33%	33%	52%
Computer / Technology	63%	21%	17%	74%
Construction / Industrial	30%	25%	45%	45%
Processing / Production	40%	29%	31%	56%
Consumer / Service	48%	20%	32%	60%

0 30 70 100




Quality Composite 57%

WORK RATE - First Trial

	Competitive	Semi-Competitive	Non-Competitive	Composite Scores
Business / Marketing	0%	33%	67%	20%
Computer / Technology	50%	21%	29%	62%
Construction / Industrial	5%	35%	60%	26%
Processing / Production	11%	23%	66%	26%
Consumer / Service	4%	44%	52%	29%

0 30 70 100




Work Rate Composite 32%

NUMBER of TRIALS Needed to Perform Entire Job Successfully

	One	Two	Three	Four or More	Composite Scores
Business / Marketing	38%	19%	44%	0%	58%
Computer / Technology	65%	30%	0%	4%	81%
Construction / Industrial	33%	44%	22%	0%	61%
Processing / Production	48%	21%	24%	7%	65%
Consumer / Service	48%	43%	4%	4%	71%

0 30 70 100



Number of Trials Composite 67%

PAES Job Skills - Strengths and Progress Report

Number of Jobs Performed Successfully (6 possible) and Job Performance Score Summary

See Anecdotal/Subtask Report when Units are marked with M or S:

M = One of more Jobs Performed Correctly with Modifications

S = Subtasks Performed Correctly on One or More Jobs

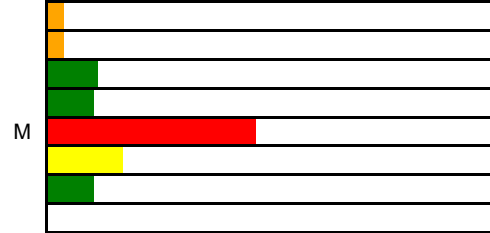
Business / Marketing

	1	2	3	4	5	6
AB	Alphabetizing					
IF	Card Filing					
NS	Number Sorting and Sequence					
CO	Collating					
MC	Making Change					
CR	Cash Register					
TK	Ten Key Calculator					
TP	Typing					



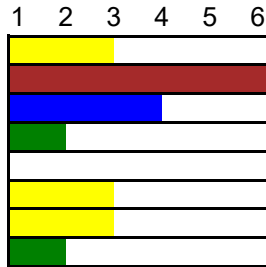
Jobs Completed Successfully 16

Strengths Scale



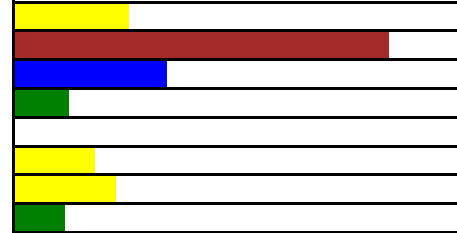
Computer / Technology

	1	2	3	4	5	6
DE	Data Entry					
WD	Word Processing					
MT	Mailing Technology					
EM	Email					
IT	Information Technology					
IM	Information Management					
PP	PowerPoint					
DP	Digital Photo					



Jobs Completed Successfully 23

Strengths Scale



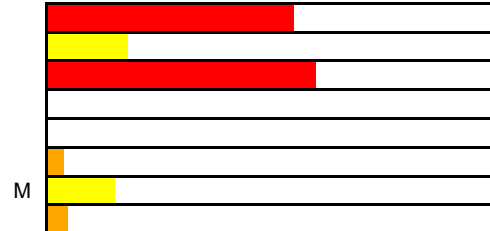
Construction / Industrial

	1	2	3	4	5	6
SM	Shop Measurement					
WB	Wrenches and Bolts					
SN	Screws & Nails					
SS	Shop Saws					
WP	Wood Project					
MP	Metal Project					
EP	Electrical Project					
PI	Parts Identification					



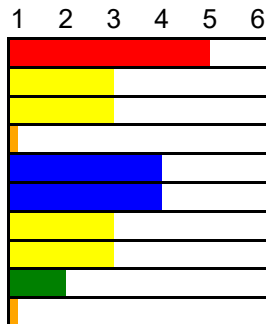
Jobs Completed Successfully 18

Strengths Scale



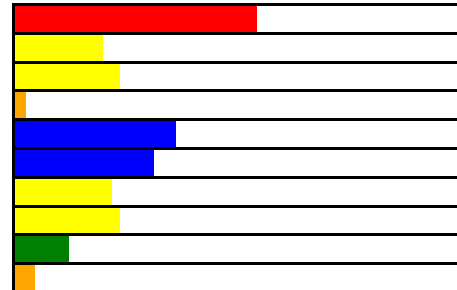
Processing / Production

	1	2	3	4	5	6
BA	Bolt Assembly					
PA	Pipe Assembly					
CA	Color Assembly					
FD	Form Design					
PD	Peg Design					
VP	Visual Perception					
TD	Thread Designs					
PC	Paper Cutting					
AT	Analog Time					
DT	Digital Time					



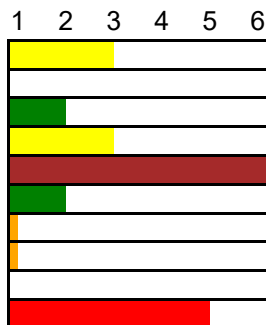
Jobs Completed Successfully 29

Strengths Scale



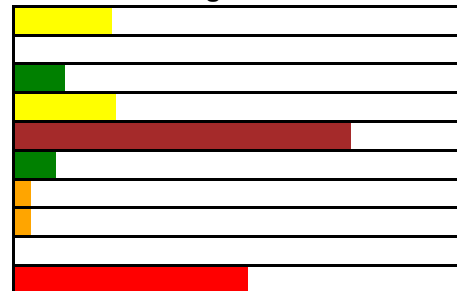
Consumer / Service

	1	2	3	4	5	6
FM	Food Measurements					
FP	Food Preparation					
KA	Kitchen Appliances					
FS	Food Service					
FW	Food Weights					
CM	Cloth Measurement					
HS	Hand Sewing					
MS	Machine Sewing					
CC	Cloth Construction					
HC	Housekeeping/Custodial					



Jobs Completed Successfully 23

Strengths Scale



PAES Workplace Skills - Strengths and Barriers to Success

Community Placement Options Increase as Minor/Major Barriers Improve

Date of Initial Review: 12/28/2022

Date of Final Review: 3/27/2024

1	2
	X

3	4
X	
X	
X	

PRE-EMPLOYMENT BEHAVIORS

1. Hygiene & Grooming
2. Communication Skills
3. Motivation Level
4. Behavior

1	2
	X
	X

3	4
X	
X	

JOB PERFORMANCE AND PRODUCTIVITY

5. Physical Capacity
6. Staying on Task
7. Quality of Work
8. Production Rate

1	2
X	
X	
	X
	X
	X
	X

3	4
X	

WORK HABITS AND ATTITUDES

9. Attendance
10. Punctuality
11. Frustration Tolerance
12. Personal Complaints
13. Distractions
14. Reactions to Non-Preferred Work
15. Reactions to Monotonous Tasks

1	2
	X
	X

3	4
X	
X	
X	

WORK RELATED SKILLS

16. Following Directions
17. Problem Solving
18. Rules & Safety
19. Care of Equipment and Waste of Materials
20. Cleanliness of Work Area

1	2

3	4
X	
X	
X	
X	

LEARNING AND TRANSFER OF JOB SKILLS

21. Possession of Basic Job Skills
22. Amount of Assistance needed to Learn Tasks
23. Retaining "Hands-on" Skills
24. Retaining "Cognitive" Skills

1	2
	X
	X

3	4
X	
X	
X	

INTERACTION WITH SUPERVISORS

25. Intervention Needed to Maintain Work Independence
26. Accepts Supervisory Authority
27. Response to Close Supervision
28. Requests for Assistance
29. Reactions to Criticism

1	2
	X

3	4

INTERACTION WITH CO-WORKERS

30. Getting Along with Co-Workers

1 - Strength	3 - Minor Barrier to Workplace Success
2 - No Problem	4 - Major Barrier to Workplace Success
X = Initial Rating	■ = Final Rating ■ = Significantly Improved

PAES Accommodations

Percentage of Jobs Performed Successfully with Designated Accommodation

2% Modifications	0% Taped Audio Prompts
0% Job Sample	0% Interpreter
0% Entire Job Model	2% Assistive Device
2% Visual Guide	0% Assistive Technology
1% Enlarged Print	9% Extra Time
0% Color Coding	4% Behavior Supports

Percentage of Jobs with Designated Accommodation

<u>Accommodation</u>	<u>Business Marketing</u>	<u>Computer Technology</u>	<u>Construction Industrial</u>	<u>Processing Production</u>	<u>Consumer Service</u>
Modifications	6%	0%	6%	0%	0%
Job Sample	0%	0%	0%	0%	0%
Entire Job Model	0%	0%	0%	0%	0%
Visual Guide	6%	0%	6%	0%	0%
Enlarged Print	0%	0%	0%	3%	0%
Color Coding	0%	0%	0%	0%	0%
Taped Audio Prompts	0%	0%	0%	0%	0%
Interpreter	0%	0%	0%	0%	0%
Assistive Device	6%	0%	6%	0%	0%
Assistive Technology	0%	0%	0%	0%	0%
Extra Time	13%	9%	17%	3%	9%
Behavior Supports	0%	0%	11%	0%	9%

PAES Job Skills Performance Summary

Business / Marketing

ACC	RFI	INT	PERF		ACC	RFI	INT	PERF	
		1	2	Alphabetizing			1	2	Making Change
				AB1 First Letter			1	2	MC1 5c, 1c
				AB2 Second Letter			1	2	MC2 10c, 5c, 1c
				AB3 Third and Fourth Letter	M		2	3	MC3 25c, 10c, 5c, 1c
				AB4 Locate Name in White Pages			1	2	MC4 50c, 25c, 10c, 5c, 1c
				AB5 Locate Name in Yellow Pages			2	3	MC5 Count Change From \$1
				AB6 Up to Fourth Letter - 117 Cards			2		MC6 Count Change Back

ACC	RFI	INT	PERF		ACC	RFI	INT	PERF	
J		1	2	Card Filing	H		1	3	Cash Register
				IF1 First Letter Book Title	J		1	3	CR1 Enter Double Digits
				IF2 Second Letter Book Title	C		1	3	CR2 Enter Triple Digits
				IF3 Second and Third Letter					CR3 Enter Two Departments
				IF4 Check Out Name & Book Title					CR4 Counting Out Change
				IF5 Author by Title					CR5 Void and Subtotal Keys
				IF6 Author, Title & Subject					CR6 Use Multiple Item Key

ACC	RFI	INT	PERF		ACC	RFI	INT	PERF	
		1	2	Number Sorting and Sequence			1	3	Ten Key Calculator
		1	2	NS1 1 to 100			1	2	TK1 Use home keys 4, 5 & 6
				NS2 By 10's					TK2 Use Above Keys & 0
				NS3 By 100's					TK3 Use Above Keys & 7
				NS4 By 1,000's					TK4 Use Above Keys & 8
				NS5 By 10,000's					TK5 Use Above Keys & 9
				NS6 by 100,000's					TK6 Use Above Keys & 1,2,3

ACC	RFI	INT	PERF		ACC	RFI	INT	PERF	
		1	3	Collating			1		Typing
		1	2	CO1 10 Stacks of 5 Pages					TP1 Home Keys - asdfjkl;
				CO2 5 Booklets - 10 Pages					TP2 Home Keys - asdfjkl;
				CO3 8 Booklets - 5 Pages					TP3 Home Key Words & Phrases
				CO4 10 Booklets w/10 pages					TP4 Home Keys, b & c - Words
				CO5 Centerfold Booklets					TP5 Home Keys, b & c - Words
				CO6 Two-Sided Pages					TP6 Home Keys, b & c -

PERF - Performance Scores

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- G = Color Coding
- H = Assistive Device

INT - Interests

- 1 = High Interest
- 2 = Moderate Interest
- 3 = Low Interest

RFI - Recommended for Follow-Up Instruction

- I = Assistive Technology
- J = Extra Time
- K = Behavior Supports
- M = Job Modification

PAES Job Skills Performance Summary

Computer / Technology

ACC	RFI	INT	PERF		ACC	RFI	INT	PERF	
				Data Entry					Information Technology
		1	2	DE1 First & Last Name					IT1 Use Internet White Pages
		1	2	DE2 Above plus Street					IT2 Use Internet Yellow Pages
		1	1	DE3 Above plus City					IT3 Use Mapquest
				DE4 Above plus Zip					IT4 Locate Job Openings on Internet
				DE5 Above plus Phone Number					IT5 Locate Job Corps on Internet
				DE6 Above plus Account Number					IT6 Community Colleges on Internet
ACC	RFI	INT	PERF	Word Processing	ACC	RFI	INT	PERF	Information Management
		1	2	WD1 Open document / Print 2 of 3 pgs			1	2	IM1 Delete Documents in Folders
J		1	2	WD2 Create / Print & Save Document			1	3	IM2 Change Document Names
		1	2	WD3 Insert / Delete / Highlight Words			1	3	IM3 Open Documents / Save in
		1	1	WD4 Cut / Copy / Paste Text					IM4 Open Documents/Save in
		1	2	WD5 Change Font / Size /					IM5 Save Documents in Different
		1	2	WD6 Margins / Justify / Indent Text					IM6 Drag & Drop Folders in Diff
ACC	RFI	INT	PERF	Mailing Technology	ACC	RFI	INT	PERF	PowerPoint
		1	2	MT1 Stamp / Fold & Stuff Letters			1	2	PP1 Add Text / View Slideshow
		1	2	MT2 Attach Labels / Fold & Stuff			1	2	PP2 Add Bullet Text / Save / Print
		1	2	MT3 Make Personal Address Labels			1	2	PP3 Add Picture to Slide
J		1	3	MT4 Make Deliver & Return Labels					PP4 Add Slides / Insert & Resize Pics
				MT5 Address Envelopes w/ MSWord					PP5 Add background and Word Art
				MT6 Address & Date on Letter					PP6 Use Text Transition & Animation
ACC	RFI	INT	PERF	Email	ACC	RFI	INT	PERF	Digital Photo
		1	1	EM1 Open & Delete Messages			1	2	DP1 Take Digital Pictures
		1	2	EM2 Create & Send Messages			1	2	DP2 Name Photos
K		1		EM3 Open & Reply to Messages					DP3 Rotate Photos
				EM4 Open & Forward Messages					DP4 Crop Photos
				EM5 Forward & Print Attachments					DP5 Create Photo Layout
				EM6 Create Messages w/Attachments					DP6 Design Postcard with Photo

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PAES Job Skills Performance Summary

Construction / Industrial

ACC RFI INT PERF Shop Measurement

		1	2	SM1 Whole Inch
		1	1	SM2 1/2 Inch
		1	2	SM3 1/4 Inch
		1	3	SM4 1/8 Inch
C		1	2	SM5 1/16 Inch
				SM6 All Above

ACC RFI INT PERF Wood Project

			1	WP1 Saw, Square, Tape
				WP2 Saw, Square, Tape
				WP3 Brace & Wood Bit
				WP4 Sandpaper
				WP5 Hammer, Drill, Screwdriver
				WP6 Wood Stain

ACC RFI INT PERF Wrenches and Bolts

J		1	2	WB1 Allen Wrenches/Machine Bolts
		1	3	WB2 Adjustable Wrenches
		1	3	WB3 Ratchet Box & Open End Lg
				WB4 Ratchet Box & Open End Sm
				WB5 Socket & Box End Wrenches
				WB6 Various Wrenches w/Var Bolts

ACC RFI INT PERF Metal Project

			1	2	MP1 Ruler, Scribe, Tin Snips
					MP2 Wooden Jig to Shape Metal
					MP3 Metal Punch, Riveting Tool
					MP4 Tubing Cutter w/ Copper Tubing
					MP5 Tubing Bender and Cutter
					MP6 Flaring Tool-Use Flare Nuts &

ACC RFI INT PERF Screws & Nails

		3	2	SN1 Claw Hammer
		1	2	SN2 Hammer, Awl, Screwdriver
HK		1	1	SN3 Hammer, Awl, Screwdriver
		1	2	SN4 Hammer, Awl, Screwdriver
		1	2	SN5 Hammer, Hand Drill, Screwdriver
				SN6 Small Parts w/Screwdriver

ACC RFI INT PERF Electrical Project

			2	3	EP1 Wire a Lamp Plug
JM			1	3	EP2 Wire a Lamp Socket
			2	3	EP3 Wire a Doorbell
					EP4 Prepare Wire Ends
					EP5 Wire a Ceiling Light
					EP6 Wire Receptacle & Light Switch

ACC RFI INT PERF Shop Saws

	●	1		SS1 Crosscut Saw & Tri-Square
				SS2 Coping Saw & Tri-Square
				SS3 Hacksaw & Tri-Square
				SS4 Hacksaw on Conduit
				SS5 Crosscut Saw Notch Block
				SS6 Coping Saw to Cut Pattern

ACC RFI INT PERF Parts Identification

JK			1	1	PI1 Locate Product Information
					PI2 Locate Part Numbers
					PI3 Locate Parts Dealers on Internet
					PI4 Locate Auto Parts #'s &
					PI5 Locate Vehicle Part Numbers
					PI6 Make Auto Parts List

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PAES Job Skills Performance Summary

Processing / Production

ACC	RFI	INT	PERF	Bolt Assembly	ACC	RFI	INT	PERF	Visual Perception
		1	2	BA1 Place Two Nuts on 25 Bolts			1	3	VP1 Match 5 Sets of 2-D Shapes
		1	1	BA2 Secure Bolts in Board w/Nuts			1	3	VP2 Match 7 Sets of 2-D Shapes
		1	2	BA3 Secure Bolts in 2 Pegboards			1	2	VP3 Order Sequence 2-D Shapes
J		1	2	BA4 Place Washers & Nuts on Bolts			1	3	VP4 Match 2-D with 3-D Shapes
		1	3	BA5 Bolts, Nuts, Washers in Board					VP5 Match 2-D with 3-D Shapes
		1		BA6 Separate Boards w/Bolts,Ns,Ws					VP6 Match 2-D with 3-D Shapes
ACC	RFI	INT	PERF	Pipe Assembly	ACC	RFI	INT	PERF	Thread Designs
		2	2	PA1 Identify 30 Pipe Fittings			1	3	TD1 String, Washers, Pegboard
		2	2	PA2 Four 2-Piece Pipe Assemblies			1	2	TD2 Strings, Washers, Dowels
		2	3	PA3 Three 3 to 5-Piece Assemblies	D		3	2	TD3 Strings, Washers, Dowels
		2		PA4 Three 5-Piece Pipe Assemblies	J		1		TD4 Rank Order Shapes & Colors
				PA5 Three 7-Piece Pipe Assemblies					TD5 Rank Order Shapes & Colors
				PA6 Three 7 to 10-Piece Assemblies					TD6 Rank Order Shapes & Colors
ACC	RFI	INT	PERF	Color Assembly	ACC	RFI	INT	PERF	Paper Cutting
		1	1	CA1 One Bundle / Each of 4 of Colors			1	2	PC1 Cut Shapes with Square Corners
		1	2	CA2 6 Bundles w/Variou Colors			1	3	PC2 Cut Shapes with Corners &
		1	2	CA3 5 Bundles from Color Diagram			1	1	PC3 Cut Shapes with Curves
		1		CA4 4 Bundles from 4 Examples			2		PC4 Paper Cutter One Inch Strips
				CA5 10 Bundles from Color Chart					PC5 Paper Cutter Squares &
				CA6 Assemble 10 Peg Orders					PC6 Paper Cutter Pre-Marked Lines
ACC	RFI	INT	PERF	Form Design	ACC	RFI	INT	PERF	Analog Time
		1	3	FD1 Design w/Lines on Lined Grid			1	1	AT1 Identify Hour Marks
				FD2 Design w/Lines on Lined Grid			1	2	AT2 Identify Half Hour Marks
				FD3 Design w/o Lines on Lined Grid					AT3 Identify Quarter Hour Marks
				FD4 Design w/o Lines on Lined Grid					AT4 Identify 5-Minute Marks
				FD5 Design w/o Lines on Lined Grid					AT5 Identify Single Minute Marks
				FD6 Design w/o Lines on Lined Grid					AT6 Solve Cooking Time Problems
ACC	RFI	INT	PERF	Peg Design	ACC	RFI	INT	PERF	Digital Time
		1	2	PD1 X Design within a Square			1	1	DT1 Read Digital Hour / Minute
		1	1	PD2 Three Concentric Squares					DT2 Match Digital & Analog Times
		1	2	PD3 Two Concentric Diamonds					DT3 Set Digital Times
		1	3	PD4 Multiple Shapes & Colors					DT4 Set AM / PM Times
J		1		PD5 Multiple Shapes & Colors					DT5 Set Alarm Times
				PD6 Multiple Shapes & Colors					DT6 Solve Time Problems

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PAES Job Skills Performance Summary

Consumer / Service

ACC RFI INT PERF Food Measurements

	1	3	FM1 Whole Cups
	1	2	FM2 1/2 Cups
	1	2	FM3 1/4 & 1/3 Cups
			FM4 Measuring Spoons
			FM5 Cups & Spoons
			FM6 Pancakes

ACC RFI INT PERF Cloth Measurement

		1	2	CM1 Whole Inch
J		1	3	CM2 1/2 Inch
C		1		CM3 1/4 Inch
				CM4 1/8 Inch
				CM5 1/16 Inch
				CM6 All Above

ACC RFI INT PERF Food Preparation

				FP1 Hot Chocolate
				FP2 Hashbrown Potatoes
				FP3 Cheesecake Mix
				FP4 Frosting
				FP5 Decorating Cookies w/Frosting
				FP6 Pie Crust & Pie Crust Cookies

ACC RFI INT PERF Hand Sewing

		2	2	HS1 Thread Needles
		2		HS2 Sew on Buttons
				HS3 Use a Seam Ripper
				HS4 Cut a Piece of Cloth
				HS5 Press a 1/4 Inch Hem
				HS6 Sew Hem Using Slip Stitch

ACC RFI INT PERF Kitchen Appliances

	1	2	KA1 Microwave Hot Chocolate
	1	2	KA2 Microwave Popcorn
			KA3 Microwave Potato
			KA4 Toaster Oven Cheese Bread
			KA5 Hand & Electric Can Openers
			KA6 Electric Mixer Pudding

ACC RFI INT PERF Machine Sewing

		2	2	MS1 Sew Straight Lines
				MS2 Sew Squares & Rectangles
				MS3 Sew Circles
				MS4 Sew a Marked Seam
				MS5 Sew an Unmarked Seam
				MS6 Sew an Unmarked Circle

ACC RFI INT PERF Food Service

	1	2	FS1 Wrap Hamburgers
	1	2	FS2 Fold Napkins
	1	2	FS3 Wrap Silverware
			FS4 Set the Table
			FS5 Wash Dishes
			FS6 Fill Salt & Pepper Shakers

ACC RFI INT PERF Cloth Construction

				CC1 Thread a Sewing Machine
				CC2 Cut Out a Simple Bag Pattern
				CC3 Stitch the 5/8 Inch Seams
				CC4 Use Pinking Shears
				CC5 Machine Stitch a 1/4 Inch Hem
				CC6 Attach Handles to the Bag

ACC RFI INT PERF Food Weights

		1	2	FW1 Whole Lb.
K		1	2	FW2 1/2 Lb.
		1	2	FW3 1/4 & 3/4 Lb.
		1	2	FW4 Ounces
		1	3	FW5 Using Price Chart
		1	2	FW6 Using Price Chart

ACC RFI INT PERF Housekeeping/Custodial

		1	2	HC1 Dust Table & Coasters
K		2	2	HC2 Clean Window & Mirror
J		1	2	HC3 Clean Sink & Counter
		1	2	HC4 Use Broom & Dust Pan
		1	3	HC5 Use Vacuum Cleaner
				HC6 Use Wet Mop & Bucket

PERF - Performance Scores

- 1 = Performed Correctly on the FIRST TRIAL with NO ASSISTANCE
- 2 = Performed Correctly with MINIMAL ASSISTANCE or FEW TRIALS
- 3 = Performed Correctly with MUCH ASSISTANCE or MANY TRIALS
- S = Subtasks performed correctly with a Verbal prompt

INT - Interests

- 1 = High Interest
- 2 = Moderate Interest
- 3 = Low Interest

RFI - Recommended for Follow-Up Instruction

ACC - Accommodations

- A = Job Sample
- B = Entire Job Model
- C = Visual Guide
- D = Enlarged Print / Illustrations

- E = Taped Audio Prompts
- F = Interpreter
- G = Color Coding
- H = Assistive Device

- I = Assistive Technology
- J = Extra Time
- K = Behavior Supports
- M = Job Modification

PAES - Subtask Assessment

Component	Total Jobs with Subtasks Completed Successfully	Total Subtasks Completed Successfully
Computer / Technology	1	3
Construction / Industrial	1	3
Consumer / Service	1	5

IND = Performed Independently with Verbal Prompt

RFI = Recommended for Follow-up Instruction

ACC = Accommodations Provided

A = Job Sample

B = Entire Job Model

C = Visual Guide

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PAES - Subtask Assessment

Component ACC RFI IND Unit / Job / Subtasks

Computer / Technology

Word Processing

WD1-Open document / Print 2 of 3 pgs

- ➡ Recognize upper & lower case letters
- ➡ Match lower case letters with keyboard letters
- Identify home key letters on keyboard
- Use correct fingers on home keys
- ➡ Use space bar when needed
- Use return key when needed
- Type letters and spaces

Construction / Industrial

Metal Project

MP1-Ruler, Scribe, Tin Snips

- ➡ Identify needed tools & equipment
- ➡ Open, close & tighten wood vise
- ➡ Place wood block in vise
- Use a tri-square to measure 3" on 2" x 4" board
- Use a tri-square to mark cutting line
- Hold crosscut saw properly
- Saw on marked line
- Use long steady strokes with crosscut saw

Consumer / Service

Housekeeping/Custodial

HC4-Use Broom & Dust Pan

- ➡ Identify needed pipe fittings
- ➡ Assemble 3-piece pipe fittings in Diagram A
- ➡ Assemble 4-piece pipe fittings in Diagram B
- ➡ Assemble 5-piece pipe fittings in Diagram C
- ➡ Place pipe fitting assemblies on diagrams

IND = Performed Independently with Verbal Prompt

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PAES Job Anecdotal Comments Summary

Component

Unit / Job / Comment

PAES Workplace Skills Anecdotal Comments Summary

Skill Category

Skill / Comments

**PRE-EMPLOYMENT
BEHAVIORS**

Behavior

Final: has a hard time getting started - very negative

**JOB PERFORMANCE AND
PRODUCTIVITY**

Production Rate

Final: Her stamina is really good