

## WORK HABITS CRITERIA

<i>Category</i>	<i>G (Good) Meets or Exceeds Expectations</i>	<i>S (Satisfactory) Usually Meets Expectations</i>	<i>N – (Not Satis- factory) Not Yet Meeting Expectations</i>
<b><i>Homework/ Assignment</i></b>	<ul style="list-style-type: none"> <li>• Homework and assignments are regularly completed on time in a detailed, thoughtful manner.</li> </ul>	<ul style="list-style-type: none"> <li>• Homework and assignments usually completed on time and to a satisfactory level.</li> </ul>	<ul style="list-style-type: none"> <li>• Homework and assignments frequently not handed in and/or not completed to a satisfactory level.</li> </ul>
<b><i>Attendance/ Punctuality</i></b>	<ul style="list-style-type: none"> <li>• Attends regularly and on time and is prepared to work with all necessary materials.</li> </ul>	<ul style="list-style-type: none"> <li>• Usually in attendance and on time and prepared to work with all needed materials.</li> </ul>	<ul style="list-style-type: none"> <li>• Frequently late and/or absent. Often comes to class without needed materials.</li> </ul>
<b><i>On Task/ Participation</i></b>	<ul style="list-style-type: none"> <li>• Uses time wisely, consistently on task.</li> <li>• Cooperative, helpful, and contributes willingly to class and group activities.</li> <li>• If absent, student takes the responsibility to find out what he/she has missed.</li> </ul>	<ul style="list-style-type: none"> <li>• Generally uses time wisely and usually on task.</li> <li>• Cooperative and participates in class and group activities.</li> <li>• Will complete missed work when reminded.</li> </ul>	<ul style="list-style-type: none"> <li>• Often off task.</li> <li>• Often not productive in class and group activities.</li> <li>• Fails to find out or complete missed work.</li> <li>• May disrupt others in class.</li> </ul>
<b><i>Respect</i></b>	<ul style="list-style-type: none"> <li>• Courteous, friendly; voluntarily helps and includes others.</li> <li>• Treats people and property with dignity and high regard.</li> <li>• Listens respectfully to others; open-minded, willing to entertain divergent views.</li> </ul>	<ul style="list-style-type: none"> <li>• Generally courteous and friendly.</li> <li>• Treats people and property fairly and appropriately.</li> <li>• Generally listens respectfully to other views.</li> </ul>	<ul style="list-style-type: none"> <li>• Often appears disinterested or indifferent.</li> <li>• Often treats people and property unfairly or inappropriately.</li> <li>• May have difficulty respecting others' points of views.</li> </ul>