# CAREER EDUCATION COMPETENCIES CHECKLIST: HIGH SCHOOL

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## **Reading**

| **I. How do you typically read?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I can read regular print (unaided) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can read regular print with low vision devices (type \_\_\_\_\_\_\_\_\_ ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can read large print (size \_\_\_\_\_\_\_ ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can read large print with low vision devices (type \_\_\_\_\_\_ ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can read braille  (Grade 1\_\_\_\_\_ Grade 2 \_\_\_\_\_ ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use audio recordings for reading | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use Talking Books for reading | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a computer with speech output for reading | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a computer with braille output for reading | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a computer with screen enlargement I use a reader (paid or volunteer) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a reading machine (OCR) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

Notes:

## **Writing**

| **II. How do you typically write?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I write notes in regular print | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I write notes in cursive script | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I type notes | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a slate and stylus to write notes in braille | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a braillewriter to write notes in braille | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a voice or audio recorder for notes | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a notetaking device (type ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a computer | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

Notes:

## **Speaking**

| **III. How would you evaluate your speaking abilities?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I speak English clearly | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I speak a second language clearly (specify: ) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| People have trouble understanding my speech | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I am comfortable speaking on the telephone | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| When I talk with a stranger, I am nervous | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I am comfortable speaking in front of a group (class) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| People say I talk too much | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| People say I don’t talk enough (too quiet) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I never start conversations with strangers | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I am comfortable asking for help | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

Notes:

## **Transportation**

| **IV. How do you usually go places?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| Family or friends drive me places | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Someone helps me arrange transportation | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use school transportation | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use public transportation (buses, subway) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use paratransit services (Special Transit) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I drive my car (motorcycle) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I ride my bicycle | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have a driver (paid) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use private taxi companies | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I walk with a white cane | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I walk with a dog guide | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I usually walk with a human guide | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use a human guide in new locations | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can easily get around in new locations | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I get lost easily | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I am afraid when I have to cross a street | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I travel outside my hometown (by air, train) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

Notes:

## **Daily Living Skills**

| **V. Do you have adequate daily living skills for independence?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I perform chores at home | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| **I do the following:** |  |  |  |
| Purchase my own clothes | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Shop for groceries | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Maintain personal hygiene | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Do laundry (wash/dry) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Iron my clothes | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Bank (checking or savings) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Vacuum, dust room(s) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Wash/dry dishes | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Take out the trash | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I receive an allowance contingent on my performance | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I receive an allowance that is not contingent on my performance | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I keep a calendar | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I make and keep appointments | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have money for incidentals at the end of the month | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Sometimes I wonder if I can afford the things I need | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I know the schedule for trash collection | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I pay my bills on time | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

## **Daily Living Skills Cont.**

| **V. Do you have adequate daily living skills for independence? CONT.** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I know when holidays are coming up | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I know how to plan a route in my neighborhood |  |  |  |
| I can read a map | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I know pertinent bus/train schedules | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I budget my money | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| When I shop, I take a shopping list | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I keep my room/apartment well organized | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I plan my meals in advance | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have trouble keeping my clothes clean | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| When I have an emergency, I know what to do | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Other people say that my room/apartment is tidy | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| Other people say that I look well groomed | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have too many things to do | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

**Notes:**

## **Job Seeking**

| **VI. How do you find out about jobs and apply?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I know what job I want | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I know how to research jobs |  |  |  |
| I can find jobs I want | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| It is hard for me to know if a job is right for me | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have convinced someone to hire me | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I use the telephone to find out about job openings | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have gone into businesses to pick up applications | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have completed applications without assistance | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have completed applications with a reader | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have completed applications with a friend or family member | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have a personal data sheet for filling out applications | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have a resume | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can describe my disability to a prospective boss | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I know what accommodations will be necessary to work | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I need someone to help me find a job | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| It’s hard for me to talk about things I do well | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

**Notes:**

## **Job Maintenance**

| **VII. Can you keep a job?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I have a job now | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have held a job for a year or more |  |  |  |
| I get along well with my coworkers (peers) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have good attendance (in school and at work) | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I am punctual | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I make friends easily | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can’t say no to people | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I can usually speak up for myself | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I go to the doctor often | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I miss at least one day of school or work a month | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I often feel lonely | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I do not like to ask for help | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have applied for and received promotions | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I become upset if someone tells me I’m not working well | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have been fired from a job | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I always try to do a good job | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I have met some of my present friends at work | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

**Notes:**

## **Leisure**

| **VIII. What do you do for fun?** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- |
| I often watch television | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I listen to the radio |  |  |  |
| I like to read a good book | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to go out with friends | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to go out by myself | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to participate in athletics | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to watch athletic events | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to go to clubs | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to dance | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to sing | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to go to the movies | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I like to walk | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I spend time on my hobbies | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I get a lot of exercise | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I often go out at night | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I feel comfortable eating out | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| I volunteer in the community | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |
| It is difficult for me to go out and have a good time | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |

**Notes:**

## **Planning**

### **IX. In the space below, please describe your plans for the future.**

* What are your goals for this academic year?
* What are your goals for 5 years from now?
* What are your goals for 10 years from now?