

## The Assessment of Functional Living Skills - The AFLS®

### Coworker Relations (Continued)

TASK	SCORE	TASK NAME	TASK OBJECTIVE	QUESTION	EXAMPLE	CRITERIA	COMMENT
CR 5	0 1 2 0 1 2 0 1 2 0 1 2	Describes work culture	Learner will describe the work culture at a particular job site.	Can learner describe the work culture at a particular job site?	Work culture is the values, beliefs, and expectation of a company or workplace and includes practical things such as when to talk, when not to talk, what is acceptable to do and not do, noise level, professionalism, personal expression, breaks, discipline, seriousness, work ethic, etc.	2= describes the work culture accurately, 1= requires verbal assistance to fully describe culture	

#### Common social workplace interactions

CR 6	0 1 2 3 4 0 1 2 3 4 0 1 2 3 4 0 1 2 3 4	Uses appropriate topics of conversation for work environment	Learner will discuss only appropriate topics of conversation for the work environment.	Does learner discuss only appropriate topics of conversation for the work environment?	Racial, sexual, gross, violent, overly religious, drug or alcohol related, etc.	4= states at least 4 "safe" topics of conversation and at least 4 topics that should be avoided at work and maintains appropriate topics of conversation at work, 3= states at least 4 "safe" topics of conversation and at least 2 topics that should be avoided at work, 2= states at least 4 "safe" topics of conversation, 1= states at least 2 safe topics of conversation at work	
CR 7	0 1 2 0 1 2 0 1 2 0 1 2	Demonstrates small talk with coworkers and boss	Learner will converse and make "small talk" with coworkers and boss.	Does learner converse and make "small talk" with coworkers and boss?		2= makes casual conversation with coworkers and supervisors of appropriate content and during appropriate times that do not interfere with performance, 1= makes conversation and small talk with coworkers at appropriate times and of appropriate content	

#### More difficult workplace interactions

CR 8	0 1 2 0 1 2 0 1 2 0 1 2	Knows when appropriate to talk about others' behavior	Learner will know when it is appropriate to talk about others' behavior.	Does learner know when it is appropriate to talk about others' behavior?	When work of others is causing difficulty in doing the job; When not to: breaking minor rules, not working, making errors, lack of perfection, etc.	2= states when it is and is not appropriate to talk about the behavior of others, 1= states when it is inappropriate to talk about the behavior of others	
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