

The Assessment of Functional Living Skills - The AFLS®

Interview (Continued)

TASK	SCORE	TASK NAME	TASK OBJECTIVE	QUESTION	EXAMPLE	CRITERIA	COMMENT
IN 6	0 1 2 3 4 0 1 2 3 4 0 1 2 3 4 0 1 2 3 4	Prepares a list of questions to ask employer	Learner will prepare a list of questions to ask employer.	Can learner prepare a list of questions to ask employer?		4= prepares written list of at least 5 questions that learner might ask during interview and rehearses asking those questions out loud, 3= states at least 2 questions that learner might ask during interview and rehearses those questions out loud, 2= when given list of questions by caregiver, rehearses asking those questions out loud, 1= when given list of questions by caregiver, rehearses asking those questions out loud with only verbal prompts	
IN 7	0 1 2 3 4 0 1 2 3 4 0 1 2 3 4 0 1 2 3 4	Prepares to talk about strengths in relationship to the job	Learner will prepare to talk about strengths in relationship to the job.	Can learner prepare to talk about strengths in relationship to the job?		4= lists (verbally or in written form) at least 4 strengths or relevant job related skills and discusses those strengths with caregiver, 3= lists (verbally or in written form) at least 2 strengths or relevant job related skills and discusses those strengths with caregiver, 2= states at least 2 skills relevant to the position, 1= states 1 skill learner possesses relevant to position from list or with verbal prompts	
IN 8	0 1 2 0 1 2 0 1 2 0 1 2	Displays adequate hygiene for interview	Learner will display adequate hygiene at an interview.	Does learner display adequate hygiene for interview?	Hair clean and brushed/combed, teeth clean, does not have foul odor, fingernails clean and trimmed, freshly showered or clean, etc.	2= displays appropriate hygiene for interview, 1= displays appropriate hygiene for interview with verbal prompts as learner prepares for the interview	
IN 9	0 1 2 3 4 0 1 2 3 4 0 1 2 3 4 0 1 2 3 4	Answers variety of questions during mock interview	Learner will answer a variety of questions during a mock interview.	Does learner answer a variety of questions during a mock interview?		4= active listening, asks relevant questions, answers open-ended questions, 3= independently answers specific questions, asks relevant questions with only verbal prompts, 2= active listening and answers specific questions, 1= answers specific questions	
IN 10	0 1 2 0 1 2 0 1 2 0 1 2	Demonstrates "soft skills" during mock interview	Learner will demonstrate "soft skills" during mock interview.	Does learner demonstrate a variety of "soft skills" during mock interview so that appearance and interactions are relaxed and confident?	Handshake, eye contact on greeting, thank you at end of interview, good posture, takes notes, asks for clarification, smiles, makes appropriate "small talk," seems relaxed, good manners, positive affect, etc.	2= uses a variety of "soft skills" when answering questions and participating in mock interview so as to appear relaxed and confident, 1= appropriately greets and shakes hands with interviewer	