BUSINESS COMMUNICATION II TEST #222
Summary Score Sheet (Optional)

I verify that this is an accurate record of the student performance objectives. Date ____________ Period ____________School ________________________________

Teacher Name (Print) _______________________________________Teacher Signature ____

(Copies of this sheet must be kept on file at the school for TWO years, by the teacher, and the school CTE Testing Coordinator.)

Indicate student achievement on each required performance objective. (The number on this score sheet corresponds to the number listed on the Business Communication II, #222 Performance Skills Evaluation Checklist.) **1 = not skilled, 2 = limited skill, 3 = moderately skilled, 4 = highly skilled** (Mark Y in last column if student has achieved at least a 3 or 4 for *every* objective.) Name	1 – Develop effective oral communication skills.	2. –Demonstrate effective informational reading strategies.	3. – Compose effective research paper.	4 – Use technology to enhance communication.	5 – Successful employment communication skills.	6 –Develop organizational communication skills.	7 – Oral report with electronic slide show software.	**Competent in every performance objective?**