

CTE Skill Certificate Test Performance Documentation

This document must be submitted to the test coordinator at the end of testing each trimester/semester.

Instructor's Name: _____ Course: **Adult Roles and Financial Literacy A**
School: _____ Test Number: **317**
Students in course: _____ Date: _____
Students tested: _____
Students who passed performance objectives at or above 80%: _____

This is to verify that the students marked **YES** on performance accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Identify two personal and one financial value and set a short and long-term goal that relates to each of these values. (1.03)
2. Research a career that includes educational requirements, skill development, and income potential. (2.02)
3. Demonstrate how to complete a personal state and federal tax form. (2.03)
4. Track your personal income and expenses for two weeks. Use your findings to develop a realistic monthly budget. (3.01)
5. Select an item to purchase. Research and compare at least three brands using consumer information resources. Use the decision-making process to determine which product to buy. (3.02)
6. Demonstrate the ability to use at least two constructive communication skills. (4.02)
7. Set personal rules/responsibilities related to dating behaviors that support your personal values. (5.02)

Each performance is documented and kept on file by the teacher for two years.
(Check the documentation method used)

- Class period summary score sheet
- Recorded and identified in the class grade book

Instructor's Signature: _____ Date: _____