



# JA Success Skills®

## Student Information

1. What are the first three letters of your last name?

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2. When were you born?

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Month

Day

Year

3. What grade are you in? (Please check only one.)     9th     10th     11th     12th     Other: \_\_\_\_\_
4. NOT including this session, how many times have you participated in JA? (Please check only one.)  
 This is my first time.     1     2     3     4     5 or more
5. Are you completing the pre- or post-test?  
 Pre-Test     Post-Test

## Knowledge Questions (Please circle the correct answer.)

1. Your facial expressions, the way you move your arms and hands, stand, and look at people are very important. This is called:  
 a. Physical communication  
 b. Explicit communication Interpersonal communication  
 c. Nonverbal communication
2. Having good computer skills that you can take to a variety of jobs is an example of:  
 a. A general skill  
 b. A supplementary skill  
 c. A transferable skill  
 d. A complementary skill

Write the letter of the correct definition in front of each concept.

3. \_\_\_\_\_ Skills                      a. A person's preferred activities or hobbies  
 4. \_\_\_\_\_ Interests                b. A person's beliefs and ideals  
 5. \_\_\_\_\_ Values                    c. A person's talents or abilities
6. Which of the following is not a step in conflict resolution?  
 a. Taking a side right away.  
 b. Identifying the problem.  
 c. Investigating acceptable solutions.  
 d. Getting both sides of a story.

7. In business terms, what does it mean to reflect and evaluate?
  - a. Look in the mirror and adjust your appearance.
  - b. Think about your current knowledge and understanding; what that means to you.
  - c. Act as a mirror for a co workers mistakes and problems.
  - d. Share feedback with your teacher or supervisor at work
  
8. Which of the following is the best technique for collaborating in a team?
  - a. Considering different points of view and combining suggestions.
  - b. Informing others of what they are doing wrong.
  - c. Only working with the people who agree with you.
  - d. Doing all the work yourself.
  
9. Which of the following is an ineffective way to build rapport with your colleagues?
  - a. Finding common interests and talking with co workers about those interests.
  - b. Sending a card to a sick colleague.
  - c. Advising coworkers that they will need to work harder to get a promotion.
  - d. Offering to organize a group lunch on Friday afternoon.
  
10. Which of the following is the best definition of interpersonal skills?
  - a. Behaviors we exhibit when we interact with others.
  - b. Skills that are used in personal interactions, but have no relevance in the workplace.
  - c. Our personal feelings that we don't share with others.
  - d. Being a sparkling conversationalist.

**Instructions:** Please rate your level of agreement to each statement below.

		Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
11.	I have set goals for my future.	1	2	3	4	5
12.	I feel in control over how my future will turn out.	1	2	3	4	5
13.	I feel good about myself.	1	2	3	4	5
14.	Doing well at school is important to me.	1	2	3	4	5
15.	I expect to graduate from high school.	1	2	3	4	5
16.	I expect to go to college.	1	2	3	4	5



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13.	I feel good about myself.	1	2	3	4	5
14.	Doing well at school is important to me.	1	2	3	4	5
15.	I expect to graduate from high school.	1	2	3	4	5
16.	I expect to go to college.	1	2	3	4	5

### Post-Test Only

Since participating in Junior Achievement, I have improved my ability to...	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
17. Prepare a good resume.	1	2	3	4	5
18. Accurately assess my abilities.	1	2	3	4	5
19. Identify occupations that interest me.	1	2	3	4	5
20. Identify the steps I need to take to attain my chosen career.	1	2	3	4	5
21. Communicate verbally.	1	2	3	4	5
22. Communicate in writing.	1	2	3	4	5
23. Prepare for a job interview.	1	2	3	4	5
24. Accurately complete a job application.	1	2	3	4	5

**Instructions:** Please rate your level of agreement to each statement below.

		Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
25.	The things I learned in JA will be important later in the future.	1	2	3	4	5
26.	The things I learned in JA will help me get a good job.	1	2	3	4	5
27.	The things I learned in JA will help me be successful in life.	1	2	3	4	5
28.	I feel like my opinions are respected by my peers in JA.	1	2	3	4	5
29.	My JA volunteer makes me feel important.	1	2	3	4	5
30.	JA made school more interesting to me.	1	2	3	4	5
31.	The things I learn in JA will help me do better in school.	1	2	3	4	5
32.	I look forward to going to school more on the days JA takes place.	1	2	3	4	5
33.	My involvement in JA has helped me stay out of trouble in-school. (For example, this could include: skipping class, bullying, cheating, etc.).	1	2	3	4	5
34.	My involvement in JA has helped me stay out of trouble out-of-school.	1	2	3	4	5
35.	Junior Achievement connected what I learned in the classroom with real life.	1	2	3	4	5
36.	Junior Achievement taught me how to manage my money.	1	2	3	4	5
37.	Junior Achievement was fun.	1	2	3	4	5
38.	Junior Achievement made me realize the importance of staying in school.	1	2	3	4	5

39. Would you recommend this program to a friend?  Yes  No

40. List two things you learned from the program that you think are important:

a.

b.

# Junior Achievement Program Evaluation

School: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Program Name: **JA Success Skills**

Teacher: \_\_\_\_\_ Volunteer (optional) \_\_\_\_\_

Student #	First three letters of name	Pretest Raw Score*	Posttest Raw Score*
1			
2			
3			
4			
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32			
33			

\* raw score only, please do not use percentages

## Junior Achievement Program Evaluation

**Posttest Only (enter tally marks for number of responses)**

<b>Are these sentences true for you?</b>		<b>SD</b>	<b>D</b>	<b>A/D</b>	<b>A</b>	<b>SA</b>
<b>Please check the box under the answer that applies to you.</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
25.	The things I learned in JA will be important later in the future					
26.	The things I learned in JA will help me get a good job.					
27.	The things I learned in JA will help me be successful in life.					
28.	I feel like my opinions are respected by my peers in JA.					
29.	My JA volunteer makes me feel important					
30.	JA made school more interesting to me.					
31.	The things I learn in JA will help me do better in school.					
32.	I look forward to going to school more on the days JA takes place.					
33.	My involvement in JA has helped me stay out of trouble in school.					
34.	My involvement in JA has helped me stay out of trouble out of school.					
35.	Junior Achievement connected what I learned in the classroom with real life.					
36.	Junior Achievement taught me how to manage my money.					
37.	Junior Achievement was fun.					
38.	Junior Achievement made me realize the importance of staying school.					

### Answer Key for Pretest and Posttest

1. (c) Nonverbal communication
2. (c) A transferable skill
3. (c) A person's talents or abilities
4. (a) A person's preferred activities or hobbies
5. (b) A person's beliefs and ideals
6. (a) Taking a side right away
7. (b) Think about your current knowledge and understanding, what that means to you.
8. (a) Considering different points of view and combining suggestions
9. (c) Advising a co-worker that he/she will need to work harder to get a promotion
10. (a) Behaviors we exhibit when we interact with others