



Work Based Learning Readiness Assessment

Am I Ready to Work?

A simple checklist to help you get started

Before you start your Work-Based Learning Experience, it helps to think about what you already know and what you may still need help with. This checklist will guide you.

There are **no right or wrong answers**.

- Checking **YES** means you feel ready in that area.
- Checking **NO** means you may need more practice or support.

Your team—your family, teacher, job coach, or VR counselor—will help you learn the skills you need. This checklist helps everyone understand how to support you so you can feel confident and do your best at work.

Let's get started!

1. Understanding the Job

Question	YES	NO
I know where I will work.	<input type="checkbox"/>	<input type="checkbox"/>
I know what time I need to be there.	<input type="checkbox"/>	<input type="checkbox"/>
I know what jobs or tasks I will do.	<input type="checkbox"/>	<input type="checkbox"/>
I know who I can ask for help.	<input type="checkbox"/>	<input type="checkbox"/>

2. Being Responsible

Question	YES	NO
I can get ready and be on time (with help if needed).	<input type="checkbox"/>	<input type="checkbox"/>
I can follow directions.	<input type="checkbox"/>	<input type="checkbox"/>

The contents of this publication were developed under grant H421E230004 from the U.S. Department of Education. The Department does not mandate or prescribe practices, models, or other activities described or discussed in this document. The contents of this insert type of publication may contain examples of, adaptations of, and links to resources created and maintained by another public or private organization. The Department does not control or guarantee the accuracy, relevance, timeliness, or completeness of this outside information. The content of this publication does not necessarily represent the policy of the Department. This publication is not intended to represent the views or policy of or be an endorsement of any views expressed, or materials provided by any Federal agency (EDGAR 75.620).

I can stay on task for a little while.	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------

3. Communication

Question	YES	NO
I can tell someone if I don't understand something.	<input type="checkbox"/>	<input type="checkbox"/>
I can ask for help when I need it.	<input type="checkbox"/>	<input type="checkbox"/>
I can let someone know if I feel sick or overwhelmed.	<input type="checkbox"/>	<input type="checkbox"/>

4. Getting to Work

Question	YES	NO
I know how I will get to work.	<input type="checkbox"/>	<input type="checkbox"/>
I know how I will get home.	<input type="checkbox"/>	<input type="checkbox"/>
I know who to call if there is a problem with transportation.	<input type="checkbox"/>	<input type="checkbox"/>

5. Feelings and Energy

Question	YES	NO
I have enough energy for my work shift.	<input type="checkbox"/>	<input type="checkbox"/>
I know what helps me calm down.	<input type="checkbox"/>	<input type="checkbox"/>
I have someone I trust who can help me solve problems.	<input type="checkbox"/>	<input type="checkbox"/>

What Do My Answers Mean?

Mostly YES

Great job! You are getting ready to work.

Talk with your team about any items you checked "NO" so they can help you feel even more prepared.

Mostly NO

That's okay! This means you may need:

- More practice
- More support
- A plan with your team

You can still work—your team will help you get ready.