EDGE Core Skills	Advanced	Proficient	Basic	Below Basic
	4	**3**	**2**	**1**
Communication	**Oral:** Effectively expresses thoughts and ideas in interpersonal and group scenarios with a variety of audiences.	**Oral:** Effectively expresses thoughts and ideas in interpersonal and group scenarios.	**Oral:** Expresses thoughts and ideas in interpersonal and group scenarios to limited audiences.	**Oral:** Has limited ability to express thoughts and ideas.
	Written: Significantly and effectively delivers the content's purpose to personal and professional audiences with proper grammar, mechanics, and format.	**Written:** Effectively delivers the content's purpose to an audience with proper grammar, mechanics, and format.	**Written:** Delivers a purpose to an audience with limited errors in grammar, mechanics, and format.	**Written:** Attempts to deliver a purpose to a limited audience with multiple errors in grammar, mechanics, and format.
Professionalism & Employability	Is a self-starter who can work independently or collaboratively with a variety of individuals and produce results. Consistently completes job tasks on time or ahead of schedule.	Has the ability to maintain professional conduct independently and collaboratively with limited re-direction. Completes job tasks in a timely manner.	Has the ability to maintain professional conduct with multiple redirection instances. Lacks evidence of a few essential skills necessary to complete job tasks.	Is unable to maintain professional conduct and does not demonstrate the necessary skills to complete the job even with constant re-direction and instruction.
Collaboration	Has the ability to succeed with a variety of individuals and groups working interdependently across multiple platforms to accomplish a task.	Has the initiative to be a contributing member of a group or team to accomplish a task.	Demonstrates the ability to participate in most group or team settings.	Does not work effectively as a member of a group or team.
Self-Awareness	Is fully aware of strengths, weaknesses, and is open-minded to others' thoughts and opinions. Exceeds the requirements for dress, personal appearance, language, and conduct.	Has awareness of strengths and weaknesses. Meets the standards for personal appearance and appropriate dress for job tasks. Uses appropriate language and conduct in a workplace setting.	Meets the minimum requirements for personal appearance but is not properly dressed for job task daily. Understands appropriate language and conduct in a workplace setting but does not consistently apply it.	Lacks significant awareness of appropriate personal appearance, dress, language, and conduct in a workplace setting.
Cultural & Global Awareness	Seeks out opportunities to engage in other cultures and has a knowledge and understanding of differences. Applies these experiences in real world scenarios.	Is willing to gain awareness of individuals and cultures and actively includes those differences in real world scenarios.	Understands cultural and global differences exist but has a limited willingness to apply knowledge in real world scenarios.	Does not respect others and lacks awareness of the differences in individuals and cultures.
Adaptability & Forward-Thinking	Easily adapts to all situations, and proactively seeks solutions that help push the project/task to completion.	Adapts to situations with limited assistance and seeks solutions when prompted to help push the project/task to completion.	Adapts to some situations with consistent assistance. Needs a step-by-step process to seek solutions to help push the project/task to completion.	Is unable and/or unwilling to adapt to unknown situations; is unable to assist with completion of the project/task or interferes with the progression of the project/task.