

Competence questionnaire

Name: _____ Class _____ in December 20XX

Key:

Self-appraisal of the pupil: **X** in the desired column, if necessary with the abbreviation of the subject in which the appraisal differs

Appraisal of the class teachers' team: **V**

Appraisals of specialist teachers that differ from those of the class teachers' team and the pupil himself/herself are marked with the abbreviation of the subject placed above the "V".

Personal competence	Fully correct	In the main correct	In part correct	Not successful here as yet
1. You follow teaching attentively and with interest. [= effort/concentration]				
2. You are concentrated and involved in the completion of tasks. [= concentration/motivation]				
3. You work independently without feedback and controls. [= independence]				
4. You completely finish tasks you have begun, you do not give up prematurely and you request help if necessary. [= perseverance]				
5. You finish tasks on time, you keep to deadlines. [= punctuality]				
6. You pay attention to quality when carrying out tasks. [= diligence]				
7. You do all your homework in a regular and orderly fashion. [= reliability, independence]				
8. You treat books, materials and equipment well and in a responsible fashion. [= treatment of learning material]				
9. You know your strengths and weaknesses and can deal with them. [= capability of self-appraisal]				
10. You have an open mind and are interested in new subjects and tasks. [= curiosity]				
11. You hit upon new ideas and solutions yourself. [= creativity]				

Methodological competence	Fully correct	In the main correct	In part correct	Not successful here as yet
1. You understand issues and relationships quickly and correctly. [= recognition of what is essential]				
2. You are in the position to acquire, select and evaluate information. [= acquirement of information/recognition of what is essential]				
3. You make good use of the imparted learning contents in solving tasks. [= use of knowledge/transfer]				
4. You ask for clarification if you do not understand a task or a specific aspect of a				

task. [= methodical problem-solving]				
5. You allot time when working on a task and you have a good working speed. [= methodical problem-solving]				
6. You manage your material and documents well, seeing to it that they are complete and you keep to the agreed instructions. [= management of material]				
7. You pay attention to proper presentation and illustration of your work. [= presentation of material]				

Social competence	Fully correct	In the main correct	In part correct	Not successful here as yet
1. You express yourself verbally in clear and intelligible terms, you convey knowledge clearly and intelligibly. [= communicative ability]				
2. You know what rules have been agreed and you keep to them. [= abiding by rules/dealing with others]				
3. You know polite forms and you observe them. [= abiding by rules/dealing with others]				
4. You reliably keep to agreements. [= abiding by rules]				
5. You listen to what others say and you hear other people out. [= dealing with others]				
6. You can achieve integration into a group but also distance yourself from it. [= cooperation with others]				
7. You deal trustfully and helpfully with others. [= willingness to help]				
8. You are aware of conflicts with others and you try to solve them by peaceful means. [= cooperation with others]				

This appraisal was discussed with a view to the future development of the pupil concerned. The following agreements were reached on _____ (date):

Class teachers: _____ Pupil: _____

Parents: _____

© This competence questionnaire was developed by the Lobdeburg School in Jena and the Jenaer Bündnis für Familie, who have been kind enough to place the document at our disposal. Individual points have been added to or modified by us.