**SCALE OF 0 TO 2**

0- Needs improvement  
1- Satisfied  
2 – Excellent

**Week 6:**

* Questioning and Advising:
  + Proficiency in asking the right questions about equipment needs\_\_\_\_\_\_\_
  + Knowledge of advising carriers on equipment specifics (straps, chains, chocks, etc.) \_\_\_\_\_\_\_
* System Proficiency:
  + Confidence in using SSRS tools like Hybrid Delivery List and Carrier Search. \_\_\_\_\_\_\_
  + Competence in using ITS and DAT. \_\_\_\_\_\_\_
* Problem Resolution:
  + Handling rejected material, recovering cover loads, reporting stolen loads. \_\_\_\_\_\_\_
  + Dealing with double-brokered loads, ensuring payment verification, and notifying customers. \_\_\_\_\_\_\_
* Tracking and Tracing:
  + Familiarity with tracking tools and coherent customer updates. \_\_\_\_\_\_\_
* Billing Procedures:
  + Understanding rate sheets, completing Blank BOLs, and making rate adjustments. \_\_\_\_\_\_\_
* Claims Management:
  + Knowledge of standard procedures for accidents, claims, or fatalities. \_\_\_\_\_\_\_
  + Determining customer acceptance or rejection of material. \_\_\_\_\_\_\_
* Independent Operation:
  + Confidence in managing tasks during the broker's absence, including quoting loads and updating customers. \_\_\_\_\_\_\_
* Time Management:
  + Maintaining a well-organized time schedule. \_\_\_\_\_\_\_

**Mentor/Broker recommendations:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Training department recommendations:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mentor\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Trainee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Trainer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_