**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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_