

December 17, 1942

TYPICAL RATING SHEET FOR INTERVIEW

(Position of check mark on the line indicates rating. Note that checks at either end of scale in some instances may indicate undesirable characteristics. A check in the fourth position on each section is desirable.)

1. APPEARANCE

Untidily and inappropriately dressed	Carelessly dressed	Acceptably dressed	Well dressed	Exceptionally well dressed
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2. PHYSICAL ENERGY

Listless	Below par	Average am't of activity	Active	Full of pep and energy
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3. SELF-ASSURANCE

Marked feeling of inferiority	Timid and ill at ease	Normal self-Confidence	Well poised	Agressive
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4. SOCIABILITY

Constrained	Reserved	Meets one half way	Cordial and congenial	Very informal
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5. ORAL EXPRESSION

Inarticulate	Expresses self with difficulty	Adequate expression	Good choice of words	Speaks distinctly and convincingly
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6. MENTAL ALERTNESS

Dull and stupid	Somewhat slow	Normally alert	Grasps ideas quickly	Keen, alert mind
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