

# ASSET – Archaeological Skills Self-Evaluation Tool kit

## Part 4

### Post-fieldwork self-evaluation of skills and competency

1 – very low

2 – low

3 – below average

4 – average

5 – above average

6 – high

7 – very high

N/A – not applicable, have not done this activity

#### 1. Archaeological skills

##### A. Site records (all activities)

No	Skill	1	2	3	4	5	6	7	N/A
1	Comprehending site records								
2	Completing site records – descriptions								
3	Completing site records – numerical data								
4	Read and understand maps and plans accurately								
5	Understanding of what is involved in compiling site records and the overall outcomes								

##### B. Excavation

No	Skill	1	2	3	4	5	6	7	N/A
1	Cutting and lifting turf								
2	Excavation with large tools – pick axe, mattock, etc								
3	Excavation with small tools – trowelling								
4	Discerning stratigraphy								
5	Using a sprayer								
6	Dry sieving								
7	Disposal of spoil								
8	Understanding of what is involved in the process of excavation and the overall outcomes								

### C. Planning

No	Skill	1	2	3	4	5	6	7	N/A
1	Drawing an archaeological plan								
2	Section drawing								
3	Taking off-sets								
4	Understanding of what is involved in the process of site planning and the overall outcomes								

### D. Processing of artefacts

No	Skill	1	2	3	4	5	6	7	N/A
1	Sorting and washing artefacts								
2	Identifying artefacts								
3	Understanding of what is involved in the processing of artefacts and the overall outcomes								

### E. Environmental sampling

No	Skill	1	2	3	4	5	6	7	N/A
1	Flotation and wet sieving								
2	Sorting material								
3	Understanding of what is involved in the process of environmental sampling and the overall outcomes								

### F. Surveying

No	Skill	1	2	3	4	5	6	7	N/A
1	Using tape measures								
2	Using ranging poles								
3	Accurate recording of measurements								
4	Understanding of what is involved in the process of surveying and the overall outcomes								

1 – very low

2 – low

3 – below average

4 – average

5 – above average

6 – high

7 – very high

N/A – not applicable, have not done this activity

### G. Instrument survey

No	Skill	1	2	3	4	5	6	7	N/A
1	Using a level								
2	Using a Total Station								
3	Using a prismatic compass								
4	Using an optical square								
5	Accurate recording of measurements								
6	Understanding of what is involved in the process of instrument survey and the overall outcomes								

### H. Surface survey

No	Skill	1	2	3	4	5	6	7	N/A
1	Field walking								
2	Field survey								
3	Understanding of what is involved in the process of field survey and the overall outcomes								

### I. Geophysical survey

No	Skill	1	2	3	4	5	6	7	N/A
1	Using a magnetometer								
2	Using a resistance meter								
3	Understanding of what is involved in the process of geophysical survey and the overall outcomes								

1 – very low

2 – low

3 – below average

4 – average

5 – above average

6 – high

7 – very high

N/A – not applicable, have not done this activity

## 2. Transferable skills

No	Skill	1	2	3	4	5	6	7	N/A
1	Communication								
2	Independent working								
3	Team working								
4	Time management								
5	Adapting to a new environment								
6	Problem solving								
7	Decision making								
8	Social skills								
9	Analysing qualitative data								
10	Analysing quantitative data								
11	Analysing digital data								
12	Physical stamina								
13	Mental stamina								
14	An appreciation of site health and safety								
15	Understanding of the importance and applications of transferable skills								

1 – very low

2 – low

3 – below average

4 – average

5 – above average

6 – high

7 – very high

**N/A** – not applicable, have not done this activity