



Environmental Analysis

On-site observation of business

Name/Type of Business _____/_____

Describe the physical environment:

Sketch a layout

Number of employees present: _____

Number of different positions or key tasks can you identify: _____

Hours of business: (steady work, busy times, shifts)

Type of atmosphere: (i.e. quiet, bustling, interactive coworkers or independent tasks, etc.):

Describe Sensory Elements of the environment

Sounds: (hint, close your eyes)

Smells:

Visual: (type of lighting, televisions..)

Tactile: (hands get dirty or wet, texture of materials to be handled, required uniform)

Select a position or several tasks that might be appropriate for a person you are assisting.
With this in mind identify:

Major job functions/tasks:

Skills and Equipment required:

Types of interactions with public and co-workers:

Frequency of this task/job: (daily, hourly, as needed)

Three questions you would ask employer related to your observations:

1.

2.

3.