LIBR 580 == Rubric for Needs Assessment – Summer 2018

	Grade = 9-10	Grade = 8-8.9	Grade = 7-7.9	Grade = 6.9-0	Mark
Structure and organization of plan	Original, focused, and specific plan. Purpose is clear. Logical development of plan as appropriate to assignment purpose.	Well-developed plan. Adequate understanding of assignment. Logical organization is clear and effective.	A somewhat effective plan that somewhat responds to the assignment. Logic is clear, but some errors in planning.	Weak or no plan. Unclear logical organization. Writing too broad and does not respond to the assignment.	**/20**
Justification for choices made in plan	Strategies of data collection are assessed critically, including counter-arguments. Originality and depth of ideas. Main parts of the plan are extremely well defined.	Overuse of quotations to make argument. Ideas are sufficiently supported. Support is valid and logical. Effective explanations that connect the ideas proposed in the plan.	Somewhat effective explanations that connect the ideas and evidence to the thesis claim. Counter arguments are not supplied.	Ideas are not indirectly supported. Support is not sufficient and only loosely related to main ideas. Little to no connection of ideas and evidence to the thesis.	**/20**
Content of Plan	All 5 components are of outstanding quality and demonstrate a broad appreciation for advance planning. The Schedule and Contingency Plan are exceptional and thorough. The justifications, explanations, and other content are exceptional.	Excellent quality of the 5 components. Schedule is complete and top-quality. The justification for the chosen 3 collection data strategies is thorough and well argued. The Contingency Plan is appropriate for the workplace. Demonstrates some need for advance planning.	Good quality of the 5 components. Schedule is complete and adequate. Adequate justification for the chosen 3 collection data strategies. Adequate Contingency Plan. Missing a demonstration of the broader need for advance planning.	Missing one of the 5 required components. Exceeds the page limitation of 4 pages for the content. Descriptions and justifications are inadequate or incomplete. Contingency Plan is not comprehensive enough to address the challenge of losing 2/3 Committee members	**/20**
Writing quality	Writing is organized, logical, and sequenced appropriately to assignment. Exceptional use of graphical organizers.	Effective writing that is mainly well organized, local, and sequenced, but with a few errors. Good use of graphical organizers.	Somewhat effective writing with a competent organization. Lacking in effective use of graphical organizers.	Insufficiently professional writing. Writing too complicated or stand-alones, with graphical organizers not presented within context.	**/10**
Professional writing style	Clear idea of audience related to purpose of assignment, tone, and point-of-view appropriate to the audience. Writer's voice is revealed. Writing engages the reader.	Sometimes successful tone and point-of-view. Adequate addressing of audience. Writing sometimes engages reader, but has some challenges with balancing too much or too little detail.	Awareness of an audience. Tone and point-of-view satisfactory. Writing sounds dry at times, with too much detail that frustrates the reader.	Inconsistent or little sense of audience. Tone and point-of-view not consistent. Not enough details for the reader to make sense of the plan.	**/10**
Mechanics, conventions, APA formatting	Without errors of punctuation, spelling, etc. Appropriate format and presentation. No errors in referencing.	Almost without errors. Mostly correct referencing in text and in reference list. Mostly correct formatting.	Somewhat correct referencing with some formatting errors.	Many errors of punctuation, spelling, etc. Incorrect formatting or referencing. Formatting inconsistency.	**/10**
Story-showing and presentation	Necessary details are included to show instead of tell the story. Attractive layout.	Some instances of showing instead of telling. Effective layout.	Mainly telling instead of showing the story. One or two instances of effective lay-out	Incomplete or insufficient details. One or two instances of effective layout.	**/10**
				TOTAL	