

# **Soft Skills Module Assessment Rubric**

# Soft Skills Modules Assessment

## How am I assessed?

Assessment of your work will be based around two distinct types of questions, mainly being **Multiple Choice Questions (MCQ)** and a **Short Essay** that you are to complete usually after the MCQ is completed. Assessments would be held after the completion of each module, where a *Google Form* would be sent for you to do and submit before the specified deadline.

The MCQ section would only provide you with a maximum of **10 marks** while the essay would entail **2 marks** for a total of **12 marks** for each assessment. Further details shall be provided below.

## Marking Principle

These general marking principles must be applied by all examiners when marking answers. They should be applied alongside the specific content of the mark scheme. Each module assessment will also comply with these marking principles.

MARKING PRINCIPLE
Marks will be awarded in line with the specific criteria of the grading scheme for each section.
Marks awarded are always whole marks (not half marks, or other fractions).
In regard to MCQ, each question will only have one correct answer out of the 4 answer choices provided.
In regard to essay writing, marks are not determined by the individual student's usage of English language convention and writing style, but rather the validity and relevance of the idea.
Late submission will deduct the overall mark originally awarded to the students by 1 point.

## Multiple Choice Questions (MCQ)

The MCQ section of the assessment will provide you a maximum of 10 marks. The section itself contains 10 questions where you will be awarded 1 mark for a correct answer and deducted none in the case of an incorrect answer. Note that for every question, you are only able to select one answer choice out of the four options given. As such, there will only be a single correct answer for each question.

## Short Essay

Short essay answers will be graded by the examiners and as stated in the marking scheme, utilise a specific rubric to determine whether answers are to be rewarded marks or not.

Grade	Mark	Criteria
<b>BAND 2</b>	2	<ul style="list-style-type: none"> <li>The provided answer shows a thorough understanding and the right application of knowledge to the associated question.</li> <li>The answers provided contain most if not all of the required points that the question demands. The student fully understands what is expected of them by the question.</li> <li>The points that were provided in the answer are further developed through the use of elaborations and relevant to the question's context.</li> </ul>

The answers that fall into this band would require all the provided criteria to enter and receive the 2 marks the band offers. All key points of the question are covered and are well developed while also being very relevant to the objective of the assessment.

Grade	Mark	Criteria
<b>BAND 1</b>	1	<ul style="list-style-type: none"> <li>The provided answer mostly displays a decent understanding of the question instruction and associated materials. There are some misconceptions on some part that falls outside of the materials' content.</li> <li>The answer attempted to provide a central statement, but some points are unclear and do not address all of the question's requirements.</li> <li>The development of the answer lacks elaboration or deviates from the central statement or idea over the course of the response.</li> </ul>

Answers falling within this band would be awarded a total of 1 mark. The answers that fall into this band usually are not enough in terms of either quantity or quality to reach Band 2 though contains more than enough to go above Band 0. Some of the required points are provided and developed, though there may be some errors in understanding within the answer given.

Grade	Mark	Criteria
<b>BAND 0</b>	0	<ul style="list-style-type: none"> <li>The provided answer substantially misunderstands the question and displays limited reading and understanding of the module.</li> <li>The answer does not show a clear central idea that addresses the core point of the question.</li> <li>The answer given demonstrates an irrelevant or incoherent response. The response does not have a discernible progression of ideas.</li> </ul>

Answers that fall to this band would not be awarded any marks. This usually indicates a major misunderstanding and/or unreadable and completely irrelevant response to the question.

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