

CEP Workbook Rubric

- Evaluation of assignments is based on the student's ability to construct an intelligent and professional response using references, citations, and documentation from the assigned readings or other credible sources when applicable.
- Points will be assigned to each assignment based on the following grading rubric.
- Course instructors may consider additional factors when awarding points for assignments.

Assessed Parameters	Excellent 90%-100%	Above Average 80%-89%	Average 70%-79%	Below Average 0-69%	Incomplete or Very Poor
Organization 15%	<p>All the following components are observable within the assignment, resulting in a cohesive, well-organized submission:</p> <ul style="list-style-type: none"> • Introduction • Conclusion • Sequenced material within the body • Transitions 	<p>Three of the following components are observable within the assignment:</p> <ul style="list-style-type: none"> • Introduction • Conclusion • Sequenced material within the body • Transitions 	<p>Only one or two of the following components are observable within the assignment:</p> <ul style="list-style-type: none"> • Introduction • Conclusion • Sequenced material within the body • Transitions 	<p>None of the following components are observable within the assignment:</p> <ul style="list-style-type: none"> • Introduction • Conclusion • Sequenced material within the body • Transitions 	Not Applicable

Assessed Parameters	Excellent 90%-100%	Above Average 80%-89%	Average 70%-79%	Below Average 0-69%	Incomplete or Very Poor
Mechanics/Language 15%	<p>Language choices are imaginative, memorable, and compelling and enhance the effectiveness of the assignment. The language in the assignment is appropriate for the audience.</p> <p>The assignment contains no errors in spelling, grammar, punctuation, or sentence structure (if applicable).</p>	<p>Language choices are thoughtful and generally support the effectiveness of the assignment. The language in the assignment is appropriate for the audience.</p> <p>Grammar and sentence structure errors are minimal.</p> <p>Minimal spelling and punctuation errors (if applicable).</p>	<p>Language choices are mundane and commonplace and partially support the effectiveness of the assignment. The language in the assignment is appropriate for the audience.</p> <p>Grammar was disjointed with several errors in mechanics and sentence structure. Spelling and punctuation errors (if applicable) affect the professionalism and clarity of the assignment.</p>	<p>Language choices are unclear and minimally support the effectiveness of the assignment. The language is not appropriate for the audience.</p> <p>The assignment is difficult to understand due to many grammar, spelling, and punctuation errors (if applicable).</p>	Not Applicable

Assessed Parameters	Excellent 90%-100%	Above Average 80%-89%	Average 70%-79%	Below Average 0-69%	Incomplete or Very Poor
Content 60%	<p>Information is accurate, relevant, and current; background information is concise and sufficient; alternatives are viable and well-investigated.</p> <p>Explores a topic in-depth, yielding a rich awareness and/or little-known information indicating intense interest in the subject.</p>	<p>Background and alternatives are presented accurately but would benefit from a more thorough investigation; content has small gaps which weaken the paper in spots.</p> <p>Explores a topic in-depth, yielding insight and/or information indicating interest in the subject.</p>	<p>Assignment contains many assumptions and is not well-explained. Concepts are stated but not explained or elaborated upon.</p> <p>Explores a topic with some evidence of depth, providing occasional insight and/or information indicating mild interest in the subject.</p>	<p>Information is outdated, incorrect, and irrelevant; background information is inadequate; readers are confused because of significant gaps in content.</p> <p>Explores a topic at a surface level, providing little insight and/or information beyond the very basic facts, indicating low interest in the subject.</p>	Not Applicable
Citation and Bibliography 10%	<p>All sources/citations are included with no errors.</p> <p>Note: Current APA format is required for any assignment submissions using the written word (i.e. PowerPoint, Sway, etc.).</p>	<p>All sources/citations are included but contain errors.</p> <p>Note: Current APA format is required for any assignment submissions using the written word (i.e. PowerPoint, Sway, etc.).</p>	<p>Some, but not all sources/citations are included and contain several errors.</p> <p>Note: Current APA format is required for any assignment submissions using the written word (i.e. PowerPoint, Sway, etc.).</p>	<p>Sources/citations are not included.</p> <p>Note: Current APA format is required for any assignment submissions using the written word (i.e. PowerPoint, Sway, etc.).</p>	Not Applicable

Assessed Parameters	Excellent 90%-100%	Above Average 80%-89%	Average 70%-79%	Below Average 0-69%	Incomplete or Very Poor
Outcome 1 - Communication: The work communicates effectively using the habits of clear and ethical writing, speaking, and presentation. [This criteria is for program assessment and does not impact student grade.] 0%	90-100% of the work as a whole demonstrates an awareness of audience and purpose, effective style, mechanics, and organization, uses and cites appropriate sources to support arguments and ideas.	80-89% of the work as a whole demonstrates an awareness of audience and purpose, effective style, mechanics and organization, uses and cites appropriate sources to support arguments and ideas.	70-79% of the work as a whole demonstrates an awareness of audience and purpose, effective style, mechanics and organization, uses and cites appropriate sources to support arguments and ideas.	60-69% of the work as a whole demonstrates an awareness of audience and purpose, effective style, mechanics and organization, uses and cites appropriate sources to support arguments and ideas.	The work as a whole demonstrates little or no regard for audience, effective communication, purpose, or ethical use of sources. NOTE: Work that is plagiarized is unacceptable.
Outcome 2 – Theory and Practice: The work integrates theory and practice by applying broad-based knowledge and skills to real-world questions and problems. [This criteria is for program assessment and does not impact student grade.] 0%	90-100% of the work as a whole demonstrates the ability to make connections across disciplines or perspectives, makes connections between academic content and real-world questions and problems, applies skills gained in one situation to new situations.	80-89% of the work as a whole demonstrates the ability to make connections across disciplines or perspectives, makes connections between academic content and real-world questions and problems, applies skills gained in one situation to new situations.	70-79% of the work as a whole demonstrates the ability to make connections across disciplines or perspectives, makes connections between academic content and real-world questions and problems, applies skills gained in one situation to new situations.	60-69% of the work as a whole demonstrates the ability to make connections across disciplines or perspectives, makes connections between academic content and real-world questions and problems, applies skills gained in one situation to new situations.	The work as a whole demonstrates little or no ability to integrate theory and practice by applying knowledge to real-world questions and problems. NOTE: Work that is plagiarized is unacceptable.

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Outcome 3 – Analysis and Synthesis: The work analyzes and synthesizes information from multiple bodies of knowledge and perspectives to make principled judgments about complex issues. [This criteria is for program assessment and does not impact student grade.] 0%	90-100% of the work as a whole demonstrates the ability to explore issues critically and without prejudice, uses a variety of sources (including the 2+1 rule), and uses reasoning to reach valid, fair & unbiased conclusions.	80-89% of the work as a whole demonstrates the ability to explore issues critically and without prejudice, uses a variety of sources (including the 2+1 rule), and uses reasoning to reach valid, fair & unbiased conclusions.	70-79% of the work as a whole demonstrates the ability to explore issues critically and without prejudice, uses a variety of sources (including the 2+1 rule), and uses reasoning to reach valid, fair & unbiased conclusions.	60-69% of the work as a whole demonstrates the ability to explore issues critically and without prejudice, uses a variety of sources, and uses reasoning to reach valid, fair & unbiased conclusions.	The work as a whole demonstrates little or no ability to comprehend or use information to make principled judgments about complex issues. NOTE: Work that is plagiarized is unacceptable.
Outcome 4 - Citizenship: The work shows an awareness of and an ability to practice citizenship that supports human dignity and recognizes a variety of viewpoints and values. [This criteria is for program assessment and does not impact student grade.] 0%	90-100% of the work taken as a whole shows knowledge of and empathy toward differing perspectives and opinions and an ability or interest in contributing to civic goals through collaboration with others.	80-89% of the work taken as a whole shows knowledge of and empathy toward differing perspectives and opinions and an ability or interest in contributing to civic goals through collaboration with others.	70-79% of the work taken as a whole shows knowledge of and empathy toward differing perspectives and opinions and an ability or interest in contributing to civic goals through collaboration with others.	60-69% of the work taken as a whole shows knowledge of and empathy toward differing perspectives and opinions and an ability or interest in contributing to civic goals through collaboration with others.	The work as a whole shows little or no respect for other perspectives or opinions and little or no interest in contributing to civic goals. NOTE: Work that is plagiarized is unacceptable.