APPENDIX 3 – SAMPLE OF RUBRIC

Student: _____ **Email:**_____ **MyID:** _____

Primary Reader: _____ **Secondary Reader:** _____

Draft Submission Date: _____ **Final Submission Date:**_____ **Final Grade:** _____

INSTRUCTIONS FOR STUDENTS:

Format: The capstone paper should be typed using double spacing (except references) and left margin justification. Page numbers must be added in bottom right. The final report should be a minimum 15 pages (excluding cover page, index page, graphs, figures, tables, and references), but the exact number is to be approved by the primary reader.

References. References should follow the APA style. Reference list should be typed using single spacing and in alphabetical order. Include only the references cited in your paper. Include at least 10 references, but the exact number is to be approved by the primary reader.

STANDARD	EVALUATION*	REVIEWER'S COMMENTS
Introduction/Literature Review (25) • Background/rationale is clear and coherent • Subject matter is well researched and documented • Theoretical concepts are well defined and integrated • Learning Objectives are well supported by current literature	☐ Exceeds all criteria (25 pt max) ☐ Meets all criteria (22 pt max) ☐ Meets w/ minor exceptions (20 pt max) ☐ Meets w/ major exceptions (18 pt max) ☐ Does Not Meet Expectations (10 pt max) **Total Points earned _____**	

Depth of Problem Analysis/Research Method (25)		
• Presented clear, good analysis of the problem • Methods are clearly described • Analysis/Methods are aligned with learning Objectives • Variables, targets, measures are thoroughly discussed and align with expected outcomes • Implementation/Exploration is clearly discussed, along with expected outcomes • Explained concepts in own words • Interpretations were clearly based on the review of literature	☐ Exceeds all criteria (25 pt max) ☐ Meets all criteria (22 pt max) ☐ Meets w/ minor exceptions (20 pt max) ☐ Meets w/ major exceptions (18 pt max) ☐ Does Not Meet Expectations (10 pt max) **Total Points earned _____**	
Discussion/Conclusion/Evaluation (25)		
• Findings are correctly documented and summarized • Interpretation of findings is clearly discussed • Findings are clearly connected back to learning objectives • Short and long term implications are discussed adequately • Limitations are identified, suggestions for future research are documented	☐ Exceeds all criteria (25 pt max) ☐ Meets all criteria (22 pt max) ☐ Meets w/ minor exceptions (20 pt max) ☐ Meets w/ major exceptions (18 pt max) ☐ Does Not Meet Expectations (10 pt max) **Total Points earned _____**	
References (5)		
▪ Included at least 10 references ▪ Included peer-reviewed, scientific references or referenced chapters from relevant books ▪ Used referencing style correctly	☐ Exceeds all criteria (5pts max) ☐ Meets all criteria (4 pts max) ☐ Meets w/ minor exceptions (3pts max) ☐ Meets w/ major exceptions (2pts max) ☐ Does Not Meet Expectations (1pt max) **Total Points earned _____**	

Content Structure (5)		
• The writing is focused and well-organized, with effective use of leading sentences, transitions between sentences, and word choices. • Errors in grammar, spelling, and punctuation are minimal, and they do not interfere with understanding. • Paper is clearly organized using titles and subtitles that match the index. • No errors or unsupported leaps in content	☐ Exceeds all criteria (5 pt max) ☐ Meets all criteria (4 pt max) ☐ Meets w/ minor exceptions (3 pt max) ☐ Meets w/ major exceptions (2 pt max) ☐ Does Not Meet Expectations (1 pt max) **Total Points earned _____**	
Document Structure (all components are included) (5)		
• Cover page • Index • Introduction: Described the problem and 3-5 learning objectives of the project • Analysis of the problem • Analysis of the solutions • Summary of Findings • Discussion of implications • Conclusion: Describe how learning objectives were addressed in this project • References	☐ **Exceeds all criteria (5pt max)** ☐ Meets all criteria (4 pt max) ☐ Meets w/ minor exceptions (3 pt max) ☐ Meets w/ major exceptions (2 pt max) ☐ Does Not Meet Expectations (1 pt max) **Total Points earned _____**	
Poster Quality (10)		
• Title and Sections of poster's content are listed • Appropriate information is included in each section • Information is consistent with capstone document • Graphs/tables/charts are labeled, and appropriately depict intended information • Overall quality of content is acceptable	☐ Exceeds all criteria (10 pt max) ☐ Meets all criteria (8 pt max) ☐ Meets w/ minor exceptions (7 pt max) ☐ Meets w/ major exceptions (6 pt max) ☐ Does Not Meet Expectations (4 pt max) **Total Points earned _____**	

* Each section's points are continuous. Accumulated points for all sections receive the following letter grade:
A 94-100 A-90-93 B+ 87-89 B 84-86 B- 80-83 C+ 77-79 C 74-76 C- 70-73 D 65-69 F below 65