

MGT330.W3A1.03.2015**Description:****Total Possible Score:** 15.00

Organization: Introduction, Thesis Statement, and Conclusion	Total: 2.00
Distinguished - The paper is well organized with the introduction that provides sufficient background on the topic, thesis statement, and the conclusion that is logical, smoothly flows from the body of the paper.	
Proficient - The paper is organized with the introduction that provides background on the topic, thesis statement, and the conclusion that is logical but not quite smooth.	
Basic - The paper is organized with the introduction and the conclusion, but the introduction and/or the conclusion require improvement.	
Below Expectations - The paper is loosely organized with the introduction and the conclusion, and the introduction and/or the conclusion require much improvement.	
Non-Performance - The introduction and the conclusion are either nonexistent or lack the components described in the assignment instructions.	

Explains the Chosen Job Design	Total: 2.00
Distinguished - Provides a comprehensive and expertly crafted explanation of the chosen job design that identifies the standard approach to job design presented in chapter 3: (a) job analysis, (b) job description and (c) job specification.	
Proficient - Provides a complete job design. The work identifies the standard approach to job design presented in chapter 3: (a) job analysis, (b) job description and (c) job specification. The job design is slightly underdeveloped.	
Basic - Provides a limited job design. The work identifies some of the standard approach to job design presented in chapter 3: (a) job analysis, (b) job description and (c) job specification. The job design is underdeveloped.	
Below Expectations - Provides a poorly developed job design. The work includes a few if any of the standard approach to job design presented in chapter 3: (a) job analysis, (b) job description and (c) job specification. The job design is significantly underdeveloped.	
Non-Performance - The explanation of the chosen job design is either nonexistent or lacks the components described in the assignment instructions.	

Explains the Chosen Organizational Design	Total: 2.00
Distinguished - Provides a comprehensive explanation of the chosen organizational design. Effectively applies course concepts to this explanation.	
Proficient - Provides an explanation of the chosen organizational design. Applies course concepts, but the organizational design is slightly underdeveloped.	
Basic - Provides limited explanation of the chosen organizational design. Somewhat applies course concepts. The organizational design is underdeveloped.	
Below Expectations - Provides a minimal explanation of the chosen organizational design. Does not apply course concepts. The organizational design is significantly underdeveloped.	
Non-Performance - The explanation of the chosen organizational design is either nonexistent or lacks the components described in the assignment instructions.	

Explains the Recruiting and Selection Methods	Total: 2.00
Distinguished - Provides a complete and thorough explanation of the recruiting and selection methods. Effectively applies course concepts to the explanation.	
Proficient - Provides an explanation of the recruiting and selection methods. Applies course concepts, but the explanation is slightly underdeveloped.	
Basic - Provides an explanation of the recruiting and selection methods. Somewhat applies course concepts. The explanation is underdeveloped.	
Below Expectations - Attempts to provide an explanation of the recruiting and selection methods; however does not apply course concepts. The explanation is significantly underdeveloped.	
Non-Performance - The explanation of recruiting and selection methods is either nonexistent or lacks the components described in the assignment instructions.	

Explains the Training and Performance Appraisal Process	Total: 2.00
Distinguished - Provides a comprehensive explanation of the training and performance appraisal process. Effectively applies course concepts to the explanation.	
Proficient - Provides an explanation of the training and performance appraisal process. Applies course concepts, but the explanation is slightly underdeveloped.	
Basic - Provides a limited explanation of the training and performance appraisal process. Somewhat applies course. The explanation is underdeveloped.	
Below Expectations - Attempts to provide an explanation of the training and performance appraisal process; however, does not apply course concepts. The explanation is significantly underdeveloped.	
Non-Performance - The explanation of the training and performance appraisal process is either nonexistent or fails to provide an understanding of the training and performance appraisal process.	

Critical Thinking: Evidence	Total: 1.00
Distinguished - Employs persuasive and applicable information from credible sources to develop an ample analysis or synthesis of the topic. Viewpoints of experts are scrutinized thoroughly.	
Proficient - Employs applicable information from credible sources to develop an analysis of the topic.	
Basic - Identifies applicable information from credible sources, but may neglect the application of such information toward the analysis of the topic.	
Below Expectations - Presents information from external sources, but such information may lack credibility and/or relevance. Neglects to apply such information toward the analysis of the topic.	
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.	

Reading: Analysis	Total: 1.00
Distinguished - Appraises tactics for relating ideas, text structure, or other textual features in order to gain knowledge or insight within and across texts and disciplines.	
Proficient - Recognizes connections among ideas, text structure, or other textual features to analyze how they support a sophisticated understanding of the text as a whole.	
Basic - Recognizes the connections among portions of a text in considering how these connections contribute to a fundamental understanding of the text as a whole.	
Below Expectations - Makes an effort to recognize portions of a text as needed to respond to inquiries posed in the assignment.	
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.	

Written Communication: Control of Syntax and Mechanics	Total: 1.00
Distinguished - Displays meticulous comprehension and organization of syntax and mechanics, such as spelling and grammar. Written work contains no errors and is very easy to understand.	
Proficient - Displays comprehension and organization of syntax and mechanics, such as spelling and grammar. Written work contains only a few minor errors and is mostly easy to understand.	
Basic - Displays basic comprehension of syntax and mechanics, such as spelling and grammar. Written work contains a few errors which may slightly distract the reader.	
Below Expectations - Fails to display basic comprehension of syntax or mechanics, such as spelling and grammar. Written work contains major errors which distract the reader.	
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.	

Written Communication: APA Formatting	Total: 1.00
Distinguished - Accurately uses APA formatting consistently throughout the paper, title page, and reference page.	
Proficient - Exhibits APA formatting throughout the paper. However, layout contains a few minor errors.	
Basic - Exhibits limited knowledge of APA formatting throughout the paper. However, layout does not meet all APA requirements.	
Below Expectations - Fails to exhibit basic knowledge of APA formatting. There are frequent errors, making the layout difficult to distinguish as APA.	
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.	

Written Communication: Page Requirement	Total: 0.50
Distinguished - The length of the paper is equivalent to the required number of correctly formatted pages.	

Proficient - The length of the paper is nearly equivalent to the required number of correctly formatted pages.
Basic - The length of the paper is equivalent to at least three quarters of the required number of correctly formatted pages.
Below Expectations - The length of the paper is equivalent to at least one half of the required number of correctly formatted pages.
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.

Written Communication: Resource Requirement	Total: 0.50
Distinguished - Uses more than the required number of scholarly sources, providing compelling evidence to support ideas. All sources on the reference page are used and cited correctly within the body of the assignment.	
Proficient - Uses the required number of scholarly sources to support ideas. All sources on the reference page are used and cited correctly within the body of the assignment.	
Basic - Uses less than the required number of sources to support ideas. Some sources may not be scholarly. Most sources on the reference page are used within the body of the assignment. Citations may not be formatted correctly.	
Below Expectations - Uses an inadequate number of sources that provide little or no support for ideas. Sources used may not be scholarly. Most sources on the reference page are not used within the body of the assignment. Citations are not formatted correctly.	
Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.	