

Rubric: HCA Workplace Setting Assignment

Criteria	Exceeds Expectations	Meets Expectations	Partially Meets Expectations	Does Not Meet Expectations
<p>1. Required Components</p> <p>Possible Marks: 10/10</p>	Required components are thoroughly and thoughtfully addressed	Required components are adequately addressed	Required components are partially addressed	Required components are minimally, inadequately and/or not addressed
Describes the work setting, two rewards and two challenges of working in the chosen work setting	The work setting is fully described and clear, detailed examples of two rewards and two challenges of working in the chosen setting are provided 5	The work setting is described and examples of two rewards and two challenges of working in the chosen setting are provided 4	The work setting is minimally described and/or examples of one or two rewards and one or two challenges of working in the chosen setting are provided 2-3	A description of the work setting and appropriate examples of rewards and challenges are minimally or not provided 0-1
The mission/value statement of the employer has been submitted with the assignment and is appropriately referenced*	The mission/value statement of the employer has been submitted with the assignment and is appropriately referenced 1	The mission/value statement of the employer has been submitted with the assignment and is appropriately referenced 1	The information submitted as the employer mission/value statement is not a mission/value statement and is appropriate 0.5	An employer mission/value statement has not been submitted OR is not appropriately referenced 0
A personal mission statement related to the values, beliefs, interests and career goals has been developed	The personal mission statement is well prepared. It clearly addresses the beliefs, values, interests, and short- and long-term career goals of the student 4	The personal mission statement adequately addresses the beliefs, values, interests, and short- and long-term career goals of the student 3	The personal mission statement partially addresses the beliefs, values, interests, and short- and long-term career goals of the student 2	A personal mission statement minimally or does not address the beliefs, values, interests, and short- and long-term career goals of the student 0-1

2. Reflection Reflect on how the mission/value statement of the employer aligns/does not align with your own beliefs, values, goals, and interests Possible Marks: 5/5	Response demonstrates an in-depth reflection on how the mission/value statement of the employer aligns with each of the following: personal beliefs, values, goals, and interests 5	Response demonstrates an adequate reflection on how the mission/value statement of the employer aligns with the personal beliefs, values, goals, and interests 4	Response demonstrates a partial reflection on how the mission/value statement of the employer aligns with the personal beliefs, values, goals, and interests 2-3	Response demonstrates minimal or no reflection on how the mission/value statement of the employer aligns with the personal beliefs, values, goals, and interests 0-1
3. Writing Mechanics Possible Marks: 5/5 Writing and Sentence Structure	Writing style is clear and concise, with excellent sentence/paragraph construction 2	Writing style is mostly clear and concise, with adequate sentence/paragraph construction 1-1.5	Writing style is partially clear, with a few errors in sentence/paragraph construction 0.5-1	Writing is unclear and disorganized with errors in sentence/paragraph construction 0-0.5
Format and Presentation	Content is presented in an organized and logical manner with appropriate headings and formatting 2	Content is presented in a logical and organized manner 1-1.5	Content is partially expressed in a logical manner 0.5-1	Content is minimally or not presented in a clear and logical manner 0-0.5
Spelling and Grammar	There are no more than three errors in spelling or grammar 1	There are no more than five errors in spelling or grammar 0.5	There are more than five errors in spelling or grammar 0-0.5	There are many more than five errors in spelling or grammar 0
Total Possible Marks: 20/20				

Note: This tool has been adapted from the Reflection Evaluation Criteria (the rubric). Retrieved from https://view.officeapps.live.com/op/view.aspx?src=http%3A%2F%2Fweb.uri.edu%2Fassessment%2Ffiles%2Freflection_rubric.doc on August 26, 2016.

*For any assignment requiring referencing of resources, it would be expected that the program would indicate the referencing style (e.g., APA) to be used and provide the necessary instruction and supporting materials for students to be successful in this criterion of the assignment. It would also be expected that referencing resources would be included as a criteria in the marking rubric, with placement depending on the parameters of the assignment.