

Learning Activity 3-B-1

Possible Points: 25 **Passing Score: 19/25**

		Exemplary	Approaching	Developing
Content and Critical Thinking	Score __/15	15	8	0
		Student has methodically built a comprehensive action plan that includes all components: goals for training, necessary steps, responsibilities, deadlines, and indicators of effectiveness; All components are scaffolded off one another;	Student has the core components of an action plan; however, they do not build off of one another to provide a holistic approach to designing and presenting training; Some aspects of the plan need further enhancement; few or no examples support ideas;	Action plan has many missing components and needs significant development; It is missing many core components;
Documentation	__/7	7	4	0
		Plan clearly articulates the relationship between the goals for training and the needs of the organization; Steps for training are clearly defined and provide information regarding responsibilities and deadlines; Specifies indicators of successful implementation and training effectiveness. Indicators show a clear connection to stated goals and objectives for training;	Plan attempts to make a relationship between the goals for training and the needs of the organization; Steps for training are vague and unclear. They provide little information regarding responsibilities and deadlines; Specifies indicators of successful implementation and training effectiveness. Indicators are inadequately matched to stated goals and objectives for training;	Plan does not make a relationship between the goals for training and the needs of the organization; Steps for training are not defined and do not provide any information regarding responsibilities and deadlines; Does not specify any indicators of success OR Indicators do not correspond with the stated goals and objectives;
Mechanics	___/3	3	2	0
		Well-written complete action plan; correct grammar and spelling usage;	Comprehensible action plan; some grammar or spelling errors;	Incomplete action plan, unorganized thoughts; poor grammar or spelling;
Total:	___/25			