**Description**:

**Total Possible Score**: 25.00

**Provides a Clear and Concise Summary of the Business, Including Name, Industry, Number of People, and Other Relevant Facts**

Total: 1.50

Distinguished - Provides a thorough, clear, and concise summary of the business including, name, industry, number of people and other relevant facts. Each component is clearly discussed and fully supported by scholarly sources.

Proficient - Provides a clear and concise summary of the business including, name, industry, number of people and other relevant facts. Each component is discussed, but minor details are missing, unclear, and/or not fully supported by scholarly sources.

Basic - Provides a partial summary of the business including, name, industry, number of people and other relevant facts. Most of the components are discussed, but several relevant details are missing, unclear, and/or not fully supported by scholarly sources.

Below Expectations - Provides an incomplete summary of the business.  Some parts of the company’s overview, its industry, number of people and other relevant facts are discussed, but many significant details are missing, unclear, and/or not fully supported by scholarly sources.

Non-Performance - The summary of the business including name, industry, number of people and other relevant facts is either nonexistent or lacks the components described in the assignment instructions.

**Develops a Recruitment and Selection Plan**

Total: 4.00

Distinguished - Develops a comprehensive recruitment and selection plan. Effectively incorporates relevant examples and integrates material from the text and other sources to support the plan.

Proficient - Develops a recruitment and selection plan. Incorporates some relevant examples and integrates material from the text and other sources to support the plan.

Basic - Develops a limited recruitment and selection plan. Incorporates relevant examples and integrates material from the text and other sources to support the plan.

Below Expectations - Develops a minimal recruitment and selection plan. Does not incorporate relevant examples nor integrate material from the text and other sources to support the plan.

Non-Performance - The development of a recruitment and selection plan is either nonexistent or lacks the components described in the assignment instructions.

**Designs a Training and Development Plan**

Total: 4.00

Distinguished - Designs a comprehensive training and development plan. The plan effectively incorporates relevant examples and integrates materials from the text and other sources.

Proficient - Designs a training and development plan. The plan incorporates some relevant examples and integrates material from the text and other sources.

Basic - Designs a limited training and development plan. The plan incorporates relevant examples from the text and other sources.

Below Expectations - Designs a minimal training and development plan. The plan does not incorporate relevant examples nor integrate material from the text and other sources.

Non-Performance - The design of a training and development plan is either nonexistent or lacks the components described in the assignment instructions.

**Designs a Compensation Package for the People Hired**

Total: 4.00

Distinguished - Designs a comprehensive compensation package for the people hired. The package effectively incorporates relevant examples and integrates material from the text and other literature.

Proficient - Designs a compensation package for the people hired. The package incorporates some relevant examples and integrates material from the text and other literature.

Basic - Designs a limited compensation package for the people hired. The package incorporates relevant examples from the text and other literature.

Below Expectations - Designs a minimal compensation package for the people hired. The package does not incorporate relevant examples and integrates material from the text and other literature.

Non-Performance - The design of a compensation package for the people hired is either nonexistent or lacks the components described in the assignment instructions.

**Discusses the Legal Issues (e.g. the U.S. Equal Employment Opportunity Commission) the Company Should Consider**

Total: 1.50

Distinguished - Comprehensively discusses the legal issues the company should consider.

Proficient - Discusses the legal issues the company should consider. The discussion is slightly underdeveloped.

Basic - Somewhat discusses the legal issues the company should consider. The discussion is underdeveloped.

Below Expectations - Attempts to discuss the legal issues the company should consider; however, the discussion is significantly underdeveloped.

Non-Performance - The discussion of the legal issues the company should consider is either nonexistent or lacks the components described in the assignment instructions.

**Develops a Performance Appraisal System**

Total: 4.00

Distinguished - Develops a comprehensive performance appraisal system. Effectively incorporates relevant examples and integrates material from the text and other sources to enrich the system.

Proficient - Develops a performance appraisal system. Incorporates relevant examples and integrates material from the text and other sources to enrich the system.

Basic - Develops a limited performance appraisal system. Incorporates relevant examples and integrates material from the text and other sources to enrich the system.

Below Expectations - Develops a minimal performance appraisal system. Fails to incorporate relevant examples and integrates material from the text and other sources to enrich the system.

Non-Performance - The development of a performance appraisal system is either nonexistent or lacks the components described in the assignment instructions.

**Organization: Introduction, Thesis Statement and Conclusion**

Total: 1.00

Distinguished - The paper is logically organized with a well-written introduction, thesis statement, and conclusion.

Proficient - The paper is logically organized with an introduction, thesis statement, and conclusion. One of these requires improvement.

Basic - The paper is organized with an introduction, thesis statement, and conclusion. One or more of the introduction, thesis statement, and/or conclusion require improvement.

Below Expectations - The paper is loosely organized with an introduction, thesis statement, and conclusion. The introduction, thesis statement, and/or conclusion require much improvement.

Non-Performance - The introduction, thesis statement, and conclusion are either nonexistent or lack the components described in the assignment instructions.

**Critical Thinking: Evidence**

Total: 1.20

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.

**Integrative Learning: Connections to Experience**

Total: 1.20

Distinguished - Creates meaningful correlations among experiences outside of the classroom to demonstrate an understanding of the given field of study and to broaden one's own viewpoints.

Proficient - Compares life experiences and academic knowledge to distinguish differences and similarities while acknowledging perspectives other than one's own.

Basic - Recognizes correlations between life experiences, academic texts, and ideas perceived as similar and related to one's own interests.

Below Expectations - Briefly comments about the connections between one's life experiences and academic texts.

Non-Performance - The assignment is either nonexistent or lacks the components described in the instructions.

**Written Communication: Control of Syntax and Mechanics**

Total: 0.65

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: 0.65

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: 0.65

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: 0.65

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.