

## Rubric: Overview Questions

### *ADEA Micro-credential: Promoting an Inclusive and Humanistic Learning Environment*

**Note:** A “Proficient” score must be achieved in each row, or a resubmission will be required.

	<b>Proficient</b>	<b>Developing</b>	<b>Request Resubmission Without Further Review</b>
<b>Response Completion</b>	<ul style="list-style-type: none"> <li>Fully and directly responds to all aspects of the overview questions in the micro-credential application form</li> </ul>	<ul style="list-style-type: none"> <li>Responds partially to the overview question or does not address all elements of the question</li> </ul>	<ul style="list-style-type: none"> <li>Does not address any of the requirements of the overview questions or includes inaccurate information</li> </ul>
<b>Analysis</b>	<ul style="list-style-type: none"> <li>Includes evidence of reflection and analysis of the topic while synthesizing facts and details from existing resources</li> </ul>	<ul style="list-style-type: none"> <li>A mostly literal recounting of facts or details from existing resources, without evidence of reflection or objective analysis about the program/activity</li> </ul>	<ul style="list-style-type: none"> <li>No analysis provided.</li> </ul>
<b>Evidence</b>	<ul style="list-style-type: none"> <li>Includes relevant, essential facts and provides reliable, high-quality evidence to address the questions in the application</li> </ul>	<ul style="list-style-type: none"> <li>Omits important or essential information</li> <li>Relies on spurious evidence or unreliable resources to support the response</li> </ul>	<ul style="list-style-type: none"> <li>References and citations are not provided as requested.</li> </ul>
<b>Submission Quality</b>	<ul style="list-style-type: none"> <li>Response is communicated professionally:                             <ul style="list-style-type: none"> <li>Text-based responses are in complete sentences with correct grammar, spelling and punctuation and appropriate terminology.</li> <li>For video responses, comparable criteria apply.</li> </ul> </li> <li>Adheres to all formatting requirements.</li> </ul>	<ul style="list-style-type: none"> <li>Does not adhere to professional communication norms:                             <ul style="list-style-type: none"> <li>Text-based responses include incomplete sentences or bullet points.</li> <li>For video responses, comparable criteria apply.</li> </ul> </li> <li>Errors in grammar, spelling and punctuation are present.</li> <li>Uses incorrect/inappropriate terminology that significantly impacts clarity.</li> </ul>	<ul style="list-style-type: none"> <li>The response is unintelligible or indecipherable.</li> <li>Does not adhere to formatting requirements.</li> </ul>
<b>Training Experiences</b>	<ul style="list-style-type: none"> <li>Includes examples of at least three different activities</li> <li>Examples included are determined to be reliable, well-respected sources for training experiences.</li> </ul>	<ul style="list-style-type: none"> <li>Insufficient number of experiences are provided, or experiences are provided that do not meet the expected professional standards are reported.</li> </ul>	<ul style="list-style-type: none"> <li>No activities or training experiences listed.</li> </ul>