

### Rubric for Evaluating Managerial Skills

EXL students will develop and demonstrate managerial skills including planning, organizing, problem solving, and communicating.

Student \_\_\_\_\_ Course \_\_\_\_\_ Date \_\_\_\_\_

Performance Area	Exemplary (4)	Proficient (3)	Marginal (2)	Unacceptable (1)	Score
Planning Skills	You provide evidence that you have used a step-by-step, methodical approach in the development of your project; it is obvious to the reader that your planning skills helped this project succeed.	You provide evidence that the development of your project is somewhat methodical, some elements of the planning process appear to be disjointed.	You provide some evidence that the development of your project is methodical, but much of the planning process appears to lack cohesion.	You do not provide evidence that the development of your project is methodical.	
Organizing Skills	Your project is well-organized and it is clear that your organization skills in working with the team enhanced the final product of this project.	Your project is organized, but it is not clear that your organization skills enhanced the team's work on the final product of the project.	Your project is somewhat organized, but it is not clear that your organization skills enhanced the team's work on the final product of the project.	Your project indicates little ability to organize; the final project does not indicate that you learned these skills through the project work.	
Problem Solving Skills	Your project indicates that you effectively handled problems and issues in developing your project; it is clear that you learned how to make contingency plans as problems arose.	Your project indicates that in most cases you effectively handled problems and issues in developing your project; it is clear that you learned how to make contingency plans in some cases when needed.	Your project indicates that in some cases you effectively handled problems and issues in developing your project; it is not clear that you learned how to make contingency plans when needed.	Your project does not indicate that you effectively handled problems and issues in developing your project; you did not demonstrate that you made any contingency plans when needed.	

**Rubric for Evaluating Managerial Skills (continued)**

Communication Skills	You provided strong evidence that you used effective communication skills in working with the team and with clients to complete the project.	You provided some evidence that you used effective communication skills in working with the team and with clients to complete the project.	You indicate good communication skills, but it is not clear that you used these skills in working with the team and with clients to complete the project.	You do not provide evidence of good communication skills; it is not clear that you used good communication skills in working with the team and with clients to complete the project.	
<b>Overall Score = Total / 4</b>					