**Employee Compensation and Benefits Rubric for Assignment #1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  |  |  |
|  |  |  |  |  |  |
| **Criterion** | **A‐level qualities** | **B‐level qualities** | **C‐level qualities** | **F‐level qualities** | **Score** |
|  | **(20)** | **(15)** | **(10)** | **(5)** |  |
| **Completeness** | Complete in all | Complete in most | Incomplete in many | Incomplete in most |  |
|  | respects; reflects all | respects; reflects | respects; reflects | respects; does not |  |
|  | requirements. | most requirements. | few requirements. | reflect |  |
|  |  |  |  | requirements. |  |
| **Writing mechanics** | Writing | Writing is | Writing lacks clarity | Writing is |  |
|  | demonstrates a | accomplished in | or conciseness and | unfocused, |  |
|  | sophisticated | terms of clarity and | contains numerous | rambling, or |  |
|  | clarity, conciseness, | conciseness and | errors; gives | contains serious |  |
|  | and correctness; | contains only a few | insufficient detail | errors; lacks detail |  |
|  | includes thorough | errors; includes | and relevant data | and relevant data |  |
|  | details and relevant | sufficient details | and information; | and information; |  |
|  | data and | and relevant data | lacks organization. | poorly organized. |  |
|  | information; | and information; |  |  |  |
|  | extremely well‐ | well‐organized. |  |  |  |
|  | organized. |  |  |  |  |
|  |  |  |  | **Total:** |  |
|  |  |  |  |  |  |