

Rubric for Creating an Effective Work Environment Project

Task Description: In groups, you will collaborate and brainstorm to create an effective workplace environment. You will present the information in a three-dimensional diorama display. The diorama will include:

- illustration of the business (floor plan)
- an area to:
 - collaborate with others
 - inspire creativity
 - have productive teamwork
 - provide open work spaces
 - be innovative
 - provide a well-designed office space
 - communicate with others
 - additional areas as suggested from group members
- description of each area and how it contributes to an effective work environment
- explanation of how leadership and teamwork skills contributed to the completion of the project

Criteria	weight	Exemplary Yes	Accomplished Yes, but	Developing No, but	Beginning No
A Clear Illustration of the Floor Plan	25%	<input type="checkbox"/> Floor plan is appropriate to provide a clear focus	<input type="checkbox"/> Floor plan is somewhat appropriate to provide a clear focus	<input type="checkbox"/> Floor plan is inadequate to provide a clear focus	<input type="checkbox"/> Floor plan does not provide a clear focus for the project
Explanation of Leadership/Teamwork Skills	25%	<input type="checkbox"/> In-depth explanation of leadership/teamwork skills	<input type="checkbox"/> Displays an understanding of leadership/teamwork skills	<input type="checkbox"/> Little understanding of the leadership/teamwork skills	<input type="checkbox"/> No understanding of leadership/teamwork skills

Name _____ Period _____ Date _____

<p>All Required Areas are Displayed/Explanation</p>	<p>25%</p>	<p><input type="checkbox"/> Areas provide adequate information</p> <p><input type="checkbox"/> Makes clear explanations among areas</p>	<p><input type="checkbox"/> Some areas provide adequate information</p> <p><input type="checkbox"/> Makes explanations among areas</p>	<p><input type="checkbox"/> Few areas provide adequate information</p> <p><input type="checkbox"/> Explanations may be awkward</p>	<p><input type="checkbox"/> Lacking appropriate areas</p> <p><input type="checkbox"/> Poor explanations</p>
<p>Mechanics/Presentation</p>	<p>25%</p>	<p><input type="checkbox"/> Correct format</p> <p><input type="checkbox"/> Correct grammar, usage, mechanics and spelling</p>	<p><input type="checkbox"/> Mostly correct format</p> <p><input type="checkbox"/> Mostly correct grammar, usage, mechanics and spelling</p>	<p><input type="checkbox"/> Format less than correct</p> <p><input type="checkbox"/> Some errors in grammar, usage, mechanics and spelling</p>	<p><input type="checkbox"/> Incorrect format</p> <p><input type="checkbox"/> Errors in grammar, usage, mechanics and spelling</p>

Assignment Score _____ + Beyond/Bonus _____ = Final Score _____