COMP3120 (2014) - Assignment 1 - Final Briefing Note - Assessment Rubric

High Distinction

- High quality, clear summary of the topic which is supported by excellent, detailed and relevant discussion
- Very clear key message, supported by a series of very well presented and argued key points
- The scenario and all questions presented in the assignment specification are clearly addressed with strong supporting evidence drawn from the scenario and reference material
- Comprehensive coverage of appropriate materials

Distinction

- Topic was well summarised. Summary was mostly supported by good discussion that was relevant and of adequate detail
- Key message was clear and mostly supported by well argued key points
- The scenario and questions presented in assignment specification are addressed with supporting evidence drawn from the scenario and the reference material
- Good coverage of appropriate materials

Credit

- Topic was well summarised. Discussion was not always relevant to the topic and sometimes lacked detail
- A key message could be inferred as it was generally supported by key points
- The scenario and/or some questions presented in assignment specification are clearly addressed with strong supporting evidence drawn from the scenario and the reference material
- Adequate coverage of appropriate materials

Pass

- There was an attempt to summarise the topic, limited discussion that supported the topic. What discussion there was lacked detail
- Key message was not clear as evidence presented did not support a message
- The scenario and questions presented in the assignment specification are not clearly addressed, but evidence used in discussion is drawn from the scenario
- Limited coverage of appropriate materials

Fail

- Limited attempt to summarise the topic which was not supported by discussion
- No key message
- No clear argument evident with limited original thought
- Very limited coverage of any reference materials

Content (60%)

Submission met all assignment requirements listed on page 2: e.g. page length, format; assigned topic; topic; team names; date etc

- All use of other's ideas and materials acknowledged
- Appropriate & consistent in-text citation
- All in-text citations listed in the references section
- All references formatted consistently and appropriately
- Uses headings for sections as suggested on page 1 of the assignment specification.
- Uses headings & sub-headings but the structure thus provided is not logical.
- Most of the material was ordered in a logical, clear fashion. At times, however, the structure lead to confusion of understanding
- The material was not ordered in a logical, clear and easy to follow fashion. Frequently the structure of document caused confusion in understanding

Citations (10%)

- The material was not ordered in a logical, clear and easy to follow fashion.
- Material was mostly logically ordered, clear and easy to follow.
- Most of the material was ordered in a logical, clear fashion. At times, however, the structure lead to confusion of understanding
- The material was not ordered in a logical, clear and easy to follow fashion. Frequently the structure of document caused confusion in understanding
- No key message
- The scenario and questions presented in the assignment specification are not clearly addressed, but evidence used in discussion is drawn from the scenario
- Limited attempt to summarise the topic which was not supported by discussion
- No key message
- No clear argument evident with limited original thought
- Very limited coverage of any reference materials

Grammar & Style (5%)

- Reader knows what the point is all the time, and can clearly see relevance to other points made elsewhere in the report.
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Dealing with feedback (15%)

Authors' response

- Comments clearly and logically explain the decisions taken with regard to each "Reviewers' Comment".
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 Improvement

- Can clearly see where the team has acted as they have explained in their response to feedback received. Changes have lead to an improvement between the draft and the final version of the briefing note.
- Can mostly see where the team has acted as they have explained in their response to feedback received. Generally the changes have lead to an improvement between the draft and the final version of the briefing note.
- The team has implemented the decisions as they have explained in their response to feedback received. Changes do not always lead to an improvement between the draft and the final version of the briefing note.
- Can see where the team has implemented some of their decisions as they have explained in their response to feedback received. Changes do not always lead to an improvement between the draft and the final version of the briefing note.
- The team has implemented the decisions as they have explained in their response to feedback received. Changes do not always lead to an improvement between the draft and the final version of the briefing note.

Mark ______________