

## Sample (2): Field Visit Rubric

Criterion	Rating Scale		
	High	Average	Low
<b>Introduction</b> Scientifically written introduction including all essential information (purpose of the report, place, time, date, reason and importance of the visit) Percentage: 10%	Scientifically written introduction including all essential information (purpose of the report, place, time, date, reason and importance of the visit)	Scientifically written introduction including most of the essential information (purpose of the report, place, time, date, reason and importance of the visit)	Scientifically written introduction including some of the essential information (purpose of the report, place, time, date, reason and importance of the visit)
<b>Depth and Focus</b> Report efficiently discussed the relevant ideas in-depth and with clarity, focusing entirely on the points that serve its objectives Percentage: 20%	Report satisfactorily discussed the relevant ideas in-depth and with clarity, partially focusing on the points that serve its objectives	Report satisfactorily discussed the relevant ideas in-depth and with clarity, partially focusing on the points that serve its objectives	Report poorly discussed the relevant ideas with no depth and clarity, and without focusing on the points that serve its objectives
<b>Analysis and Structure</b> Report is logically sequenced and ideas move from general to specific, and each idea is discussed from all sides, and its description, analysis and criticism serve the field visit Percentage: 20%	Report is somewhat logically sequenced and ideas move from general to specific, and some ideas are discussed from all sides, and their description, analysis and criticism serve the field visit	Report is somewhat logically sequenced and ideas move from general to specific, and some ideas are discussed from all sides, and their description, analysis and criticism serve the field visit	Report is illogically sequenced and ideas do not progress from general to specific, and ideas are not discussed from all sides, and their description, analysis and criticism do not serve the field visit
<b>Conclusion</b> Report was concluded with a comprehensive summary that reflects the student's stance and vision about the field visit, followed by a statement of strengths and weaknesses and suggestions and recommendations for the place visited Percentage: 10%	Report was concluded with an adequate summary that reflects the student's stance and vision about the field visit, followed by a statement of strengths and weaknesses and suggestions and recommendations for the place visited	Report was concluded with an adequate summary that reflects the student's stance and vision about the field visit, followed by a statement of strengths and weaknesses and suggestions and recommendations for the place visited	Report was not concluded with a comprehensive summary that reflects the student's stance and vision about the field visit. And it was not followed by a statement of strengths and weaknesses and suggestions and recommendations for the place visited
<b>Attachments</b> Report is followed by an attachment of all the documents referred to in the text, along with the tools used in the field visit - a note card, an interview, etc. Percentage: 10%	Report is followed by an attachment of most of the documents referred to in the text, along with the tools used in the field visit - a note card, an interview, etc.	Report is followed by an attachment of most of the documents referred to in the text, along with the tools used in the field visit - a note card, an interview, etc.	Report is not followed by an attachment of the documents referred to in the text, along with the tools used in the field visit - a note card, an interview, etc.
<b>Writing Style</b> Report is very well written using proper language, and contains no spelling or grammatical errors Percentage: 10%	Report is satisfactorily written using proper language, and contains some spelling or grammatical errors (no more than 3 errors)	Report is satisfactorily written using proper language, and contains some spelling or grammatical errors (no more than 3 errors)	Report is poorly written using incorrect language, and contains spelling or grammatical errors (more than 3 errors)
<b>Organization and Format</b> Report was submitted in accordance with all specified organization and format guidelines (cover page, submission date, number of pages, font type and size, images, and attachments) Percentage: 5%	Report was submitted in accordance with most of the specified organization and format guidelines (cover page, submission date, number of pages, font type and size, images, and attachments)	Report was submitted in accordance with most of the specified organization and format guidelines (cover page, submission date, number of pages, font type and size, images, and attachments)	Report was submitted in accordance with some of the specified organization and format guidelines (cover page, submission date, number of pages, font type and size, images, and attachments)

Note: The specified percentages in the forms are suggested percentages and may be adjusted by the faculty member in accordance with the objectives of the course