



Progressive Education Society's

Modern College of Arts, Science and Commerce (Autonomous)

Shivajinagar, Pune 05

### RUBRICS FOR ASSESSMENT

#### Presentation:

In this evaluation method students are assessed for their concept clearance about the given topic through presentation skills. This evaluation based on different criteria's such as content of the presentation, concept clarity, communication skills etc. Following rubrics are prepared for the refence of faculty however, they can choose the appropriate measures as per the discipline and the weightage.

Criteria	Exemplary (Grade A)	Good (Grade B)	Satisfactory (Grade C)	Unsatisfactory (Grade D)
<b>Presentation Content</b>	Precise and well-organized content with excellent explanation about the topic and can clarify the applications of topic with effective data presentation including examples.	Content with collection of good information from authentic sources. It should clearly present required data with examples	Contents with satisfactory information about the topic. It fairly presents the required data with related examples	Content presents poor information about the topic. Does not reveal the appropriate information about the data with examples
<b>Concept clarity</b>	Outstanding clarity about the concept and can explain keenly. Can able to answer difficult or thorny questions in depth.	Good clarity about the concept and can explain neatly. Can able to answer the quires of audience clearly.	Fair clarity about the topic but not all the concept related to topics are clear. Can answer few general quires but not to the difficult	Concept is not clear as wrong information is provided on basic concepts. Not able to answer even basic questions related to the topic

			questions	
<b>Slide preparation</b>	. Content on slides is organized excellently with bullets, numbering, short sentences or just with important words. Content explained with excellent graphs and images appealing to the audience. Usage of animations is appropriate. Adequate number of Slides.	Content on slides is organized properly with bullets, numbering, short sentences or just with important words. Content explained with correct graphs and images. Usage of animations is appropriate. Adequate number of Slides.	Content on slides is organized well with bullets, numbering, short sentences. Content explained with appropriate graphs and images. Usage of animations is adequate.	Slide preparation is poor. Contains long written sentences making paragraphs. No proper usage of subtitles, heading, numbering, bullets etc. Not presented content correctly in table and graph formats. Too many slides.
<b>Communication skills</b>	Outstanding communication skills with excellent linguistic and body language. Can use 4P's i.e. Pitch, Power, Pace and Pauses appropriately while presenting	Good communication skills with good linguistic and body language. Can use 4P's i.e. Pitch, Power, Pace and Pauses appropriately while presenting	Fair communication skills with fair linguistic and body language. Can use 4P's i.e. Pitch, Power, Pace and Pauses fairly while presenting	Poor communication skills with poor linguistic and body language. No use of 4P's i.e. Pitch, Power, Pace and Pauses while presenting
<b>Use of audio-visual aids</b>	Outstanding usage of audio visual aids like self-made videos, animations which perfectly fit for the topic which make the presentation exceptional.	Good usage of audio-visual aids like videos and animations which can make the presentation better.	Few audio-visual aids like animations are used to make presentation satisfactory	No usage of audio-visual aids.
<b>Confidence</b>	The presenter has excellent knowledge about the subject and excellent confidence	The presenter has good knowledge about the	The presenter has fair knowledge about the	The presenter has poor knowledge about the

	shows fluency in language delivery and excellent eye contact with audience. Can keep the audience alert and attentive throughout the presentation	subject and good confidence shows eloquence in language delivery and good eye contact with audience. Can keep the audience focused and alert throughout the presentation	subject and fair confidence shows ease in language delivery and good eye contact with audience. Can keep the audience alert but not throughout the presentation	subject and poor confidence shows difficulty in language delivery and no eye contact with audience. Not able to keep the audience alert throughout the presentation
<b>Interaction with the audience</b>	Can do excellent interaction with audience	Can do good interaction with audience	Can do fair interaction with audience	No interaction with audience
<b>Punctuality and presentation timeline</b>	Very punctual Gives presentation as per schedule.Finish presentation in allotted time	Punctual Gives presentation as per schedule. Finish presentation in allotted time	Punctual Gives presentation as per schedule. Finish presentation in allotted time	Not Punctual Presentation is not given as per schedule. Take long to finish the presentation and repeat many points
<b>Satisfaction of quires</b>	All queries answered correctly with deep knowledge and logical reasoning.	Most of the queries answered correctly with logical reasoning.	Some of the queries answered correctly.	No queries answered.

### HOME ASSIGNMENT

In this method understanding of concept, elementary and applied knowledge is evaluated through logical questions. A stipulated time is given to the students to complete the assignment. They are expected to refer different resources such as reference books, research papers from peer reviewed journals. Teachers can refer below rubrics for their analysis while they can choose relevant measures as per the course and weightage.

<b>Criteria</b>	<b>Exemplary (Grade A)</b>	<b>Good (Grade B)</b>	<b>Satisfactory (Grade C)</b>	<b>Unsatisfactory (Grade D)</b>
	Excellent content Outstanding organization of content with	Good content Decent organization of content with	Fair content Fair organization of content with	Insufficient content Deficient organization of content with

	exceptional information	suitable information	appropriate information	appropriate information
<b>Writing skills</b>	Excellent scientific writing with correct headings and subheadings. Excellent grammar. Excellent data presentation. Outstanding use of language. Excellent data presentation	Good scientific writing with appropriate usage of grammar. Good titles, heading and subheadings. Good data presentation	Fair scientific writing with fair usage of grammar. Fair titles and subtitles. Fair data presentation	No usage of scientific writing. Inadequate use of titles, headings, subheadings. Wrong grammar. Inadequate presentation of data.
<b>Organization</b>	Excellent organization of data. Data organized in the form of figs, graphs and tables in an excellent manner	Good organization of data. Data organized in the form of proper figs, graphs and tables in excellent manner	Fair organization of data. Data is well organized in the form of few figs, graphs and tables.	Data is unorganized. Not presented in figs, graphs and tables. Inadequate data.
<b>Handwriting and neatness</b>	Excellent handwriting, Draft is written effortlessly	Good handwriting, Draft is written precisely	Fair handwriting, Draft is written properly	Bad handwriting, Draft is not written properly. Inadequate data
<b>Referencing</b>	Referencing done scientifically. Excellent information collection organized excellently	Good Referencing done. Good collection of information. Data organized properly as per references	Fair referencing done. Good collection of information. Data organized properly as per references	Referencing not done properly. Information not collected properly. Inadequate data.
<b>Timeline</b>	Completed the assignment before time and submitted it in scheduled time	Completed the assignment in time and submitted it in scheduled time	Completed the assignment in time and submitted it in scheduled time	Not completed assignment or not submitted or submitted it after the scheduled time

## OPEN BOOK TEST

This method is used to evaluate student's deep knowledge and understanding on the given topic. The questions given should be indirect and analytical or problem based which students are supposed to solve with critical thinking by referring different reference books as well as scientific papers, reviews in a stipulated time period.

<b>Criteria</b>	<b>Exemplary (Grade A)</b>	<b>Good (Grade B)</b>	<b>Satisfactory (Grade C)</b>	<b>Unsatisfactory (Grade D)</b>
<b>Content</b>	Excellent and specific content written in the answer.	Good and appropriate content written in the answer.	Fair and well content written in the answer.	Wrong or insufficient content written in the answer.
<b>Organisation of answer</b>	Excellent organization of answers with specific figs, graphs and tables as required.	Good organization of answers with definite figs, graphs and tables as required.	Fair organization of answers with few related figs or graphs or tables as required.	Answer is not organized properly. No figs, graphs and tables are included as per requirement.
<b>Resources referred</b>	Standard and reliable resources such as reference books, peer reviewed research journals and reviews are used	Good and authentic resources such as reference books, peer reviewed research journals and reviews are used	Fair and dependable resources such as reference books, peer reviewed research journals and reviews are used	Non reliable resources such as different unauthentic websites were used as resources.
<b>Completion withing Timeline</b>	80 % questions completed within stipulated time	60 % questions completed withinstipulated time	50% questions completed within stipulated time	20 % questions completed withinstipulated time

## Group Discussion

<b>Criteria</b>	<b>Exemplary (Grade A)</b>	<b>Good (Grade B)</b>	<b>Satisfactory (Grade C)</b>	<b>Unsatisfactory (Grade D)</b>
<b>Communication skills</b>	Excellent communication skills. Can express exactly what must get expressed politely and firmly. Very careful about presenting the points.	Good and appropriate communication skills, well-mannered expression of content. cautious about presenting the points.	Impartial communication skills. Reasonable expression of content. Watchful about presenting the points.	Ineffective communication. Cant able to express the content correctly. Not careful about presenting the points.
<b>Subject knowledge</b>	Excellent organization of content while discussion, Excellent knowledge about the subject of discussion	Good organization of content while discussion, Good knowledge about the subject of discussion.	Impartial organization of content while discussion, Fair knowledge about the subjectof discussion.	Bad organization of content while discussion, incomplete knowledge about the subjectof discussion.
<b>Attitude</b>	Positive attitude while expressing the views about the subject. Very gentle and polite way to put forth the points while discussion. Very confident.	Good attitude while expressing the views about the subject. Gentle and gracious way to put forth the points while discussion. Confident.	Reasonable attitude while expressing the views about the subject. Slight aggressive way to put forth the points while discussion. Slight dominant way. Confident.	Rude attitude while expressing the views about the subject. Very aggressive way to put forth the points while discussion. Dominant. Over confident.
<b>Leadership skills</b>	Well aware of the topic and has excellent skill to drive the discussion very gently and firmly.	Aware about the topic and has good skill to drive the discussion politely and stalely.	Fair aware about the topic and has satisfactory skill to drive the discussion with Slightly dominating.	Fair aware about the topic and has satisfactory skill to drive the discussion with Slightly dominating.
<b>Listening</b>	Excellent	Good listening	Fair listening	Bad listening

<b>ability</b>	listening ability. Argue correctly and efficiently after listing all the points of the members in discussion	ability. Contend correctly and competently after listing all the points of the members in discussion	ability. Argue rightly after listing all the points of the members in discussion	ability. Can't able to argue efficiently after listing all the points of the members in discussion
<b>Problem solving skills</b>	The problem put in front is well comprehended and made the right inference. Excellent ability to response to particular situation within minutes	The problem put in front is well understood and made the accurate interpretation. Good ability to response to particular situation within the time limit.	The problem put in front is fairly understood and made the better interpretation. Fair ability to response to particular situation in a particular time limit.	The problem put in front is not understood and cant make the accurate interpretation. No ability to response to particular situation.
<b>General awareness and interaction skills</b>	Excellent interaction skills with fellow mates. Excellent general awareness	Good interaction skills with fellow mates. Good general awareness	Fair interaction skills with fellow mates. Fair general awareness	No interaction skills with fellow mates. No general awareness