

HCM 415 Feedback Journal Guidelines and Rubric

You have now submitted and received feedback on all milestones, which are parts of the final project. Review all the feedback you have received from your instructor so far. Write a journal assignment that describes your approach to implementing the feedback you have received.

In the assignment, be sure to address the following:

- A. Provide a **general introduction** describing the areas where you showed proficiency and the areas where you need improvement.
- B. Identify **specific issues** your instructor noted that you **agree** with, and describe how you will address them. For example, if your instructor noted a place where more information was needed, what additional information will you include, and how will it help clarify your analysis?
- C. Identify **specific issues** your instructor noted that you **disagree** with, and explain why you disagree. For example, if your instructor noted a place where your conclusions were incomplete, express why they were not.
- D. Describe the **steps** you will take to make improvements in your final draft.

Guidelines for Submission: Submit assignment as a Word document with double spacing, 12-point Times New Roman font, and one-inch margins.

Critical Element	Exemplary (100%)	Proficient (90%)	Needs Improvement (75%)	Not Evident (0%)	Value
General Introduction	Meets “Proficient” criteria, and introduction is exceptionally clear and concise	Provides a general introduction describing the areas where you showed proficiency and the areas where you need improvement	Provides a general introduction describing the areas where you showed proficiency and the areas where you need improvement, but the introduction is too wordy	Does not provide a general introduction describing the areas where you showed proficiency and the areas where you need improvement	25
Specific Issues: Agree	Meets “Proficient” criteria, and the explanation of how you will address the issues is particularly clear	Identifies specific issues the instructor noted that you agree with and describes how you will address them	Identifies specific issues the instructor noted that you agree with and describes how you will address them, but the description is not relevant to the issue or lacks detail	Does not identify specific issues the instructor noted that you agree with nor describe how you will address them	25
Specific Issues: Disagree	Meets “Proficient” criteria, and the explanation of why you disagree is particularly clear and logical	Identifies specific issues the instructor noted that you disagree with and explains why you disagree	Identifies specific issues the instructor noted that you disagree with and explains why you disagree, but the explanation is unclear or illogical or lacks detail	Does not identify specific issues the instructor noted that you disagree with nor explain why you disagree	25

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Steps	Meets “Proficient” criteria, and the steps are particularly clear and logical and address the issues described	Describes the steps you will take to make improvements in your final draft	Describes the steps you will take to make improvements in your final draft, but the steps are illogical, lack detail, or do not pertain to the issues you described	Does not describe the steps you will take to make improvements in your final draft	25
Total					100%