

GERALD R. FORD INSTITUTE FOR PUBLIC POLICY AND SERVICE
Fall, 2010
Albion Observations Project
Evaluation Rubric Form

Group # ___

Please use this form to record your comments during each student group presentation. Presentations may take up to, but **no more than 12 minutes**. An additional **10 minutes** is allocated for responses to guest questions. If there is time remaining other members of the audience may ask questions.

Summary of Observations on the Community: _____ **of 20 maximum**

- **Identified strengths (5 pts maximum)**
What does Albion do right? Why? How does it fit into the bigger picture? Did they start off with the strengths (they have been instructed to do so)
- **Identified weaknesses (5 pts maximum)**
Do they gently lead into this? Consider phrasing and language – as outsiders, do they work to make their criticisms palatable, or do they come across in a derogatory manner?
- **Balanced presentation (5 pts maximum)**
Is it realistic? Do they overly focus on the negative or positive?
- **Comprehensive – not focused on one area or issue (3 pts maximum)**
There should be several issues addressed for strengths and weaknesses during the observations. Focus comes during the recommendations section.
- **Tie it in to observations from home town or other areas (2 pts maximum)**
Did they relate observations from Albion to experiences in their home towns? Are there learning parallels?

Comments:

Depth of Research

___ ___ of 20 maximum

- Use of historical archives **(8 pts maximum)**
Library archives (College and District),
Museum,
On-line resources
- Conversations with **(7 pts maximum)**
Variety of residents,
Business owners,
Youth,
Albion College students
- Inclusion of pictures in presentation **(5 pts maximum)**
examples include
People
Buildings/architecture
Problems
Strengths
Relevance to discussion

Comments:

Recommendations and Rationale:

___ ___ of 20 maximum

- Are recommendations limited to one issue? (5 pts maximum)
Given the scope of this project, groups are asked to limit their recommendations to one issues. This allows them adequate time to outline the recommendation and provide detail to critical ideas
- Are recommendations realistic? (10 pts maximum)
Is the project one that can be accomplished within a five-year timeline?
Are the resources needed reasonable in terms of cost, workforce, space, and infrastructure availability? They may not have exact estimates, but they should demonstrate that this has been thought through.
- Have they looked at what has been done in the past? (5 pts maximum)
Are they reinventing the wheel?
Have they spoken with leaders or found resources to determine the success of previous projects?

Comments:

Organization of key concepts, strengths, limitations ___ ___ of 20 maximum

- Does the presentation flow in an organized manner? (10 pts maximum)
Moves smoothly from observations to background to summary to recommendations.
- Balanced presentation across the four areas? (10 pts maximum)
Does not emphasize one of the four areas over another.
- Fit the 12 minute time slot (5 pts maximum)
 - 1 point deduction for each minute less than 12 points.
 - 2 points deduction for each minute over 12 minutes.

Comments:

Delivery of Presenters/Respondents; PowerPoint ___ ___ of 20 maximum

- Dress appropriately? (3 pts maximum)
Expectation is business dress.
- Speakers were articulate, clear, and free of ums, like, you knows. (5 pts maximum)
- Responded appropriately to questions (7 pts maximum)
 - With interest.
 - With background or willingness to say "I don't know"
- Appropriateness of PowerPoint Presentation (5 pts maximum)
 - No more than six lines of text per slide
 - Bullet point summaries
 - Judicious use of pictures and graphs
 - Appropriate colors and backgrounds

Comments:

Total Points: ___ of 100 maximum