

CO-OP REFLECTION RUBRIC

Co-Op Category	Advanced 100-90	Proficient 89-80	Needs Improvement 79-70	Unacceptable 0
Meets Deadlines	All co-op reflections are completed by day one of academics without needing to be reminded.	Consistently completes co-op reflections within the academic week. Rarely needs to be reminded to complete journal entries.	Although most co-op reflections are completed, they are rarely completed without needed to be reminded.	Does not complete co-op reflections, even with reminding.
Content	The reflection paints a vivid picture of the work experience. The description uses detailed, industry specific terminology, and photos.	The reflection gives an overview of the work experience and includes some industry specific terminology and some detail.	The reflection gives a general overview of the work experience without specific details or terminology.	The description does not convey enough information to describe what the work experience was.
Personal Growth	The reflection conveys extensive evidence of personal reflection. The student demonstrates a self-awareness of both personal strengths and areas in need of growth providing multiple examples.	The student demonstrates he/she is beginning to develop the ability to reflect on his/her own work. The student demonstrates some self-awareness of both personal strengths and areas in need of growth and provides some examples.	The student conveys little evidence of reflection, identifying few strengths and areas in need of growth and provides few examples of activities showing growth.	No reflection is provided. No strengths or areas in need of growth are identified. No examples are given.
Writing Mechanics	Sentences are complete. Word usage is appropriate. Assignment is free of punctuation, grammatical and spelling errors.	Sentences are complete. Punctuation, grammar and spelling are quality with very few grammatical and spelling errors noted.	The document is easy to follow, but includes incomplete sentences and poor word choices. Multiple grammatical and spelling errors are noted.	The document is difficult to follow. Sentence structure, punctuation, grammar and/or spelling are unacceptable.
GRADE:				