

Rubric for Reflection Paper

You can earn 2 Semester Credit Hours (SCH) for completing 1 Catapult Masterclass. A separate application is required for each Masterclass. Submit a reflection paper with each application. The essay should be approximately 3 pages in length, excluding the title page and references (if applicable). Proper formatting, grammar, spelling, and adherence to academic writing conventions will also be considered in grading.

Rubric for Reflection Paper						
Criteria	Excellent (5)	Good (4)	Satisfactory (3)	Needs Improvement (2)	Inadequate (1)	Total Points
Overall Reflection	Exceptional reflection on key learnings with profound insights and personal growth demonstrated.	Clear reflection on key learnings with insightful analysis and personal insights.	Adequate reflection on key learnings with some insights and personal reflections.	Superficial reflection on key learnings with limited insights and personal reflections.	Lack of reflection on key learnings or superficial analysis provided.	/5
Implementation Plan	Comprehensive plan with detailed strategies, initiatives, and clear alignment with masterclass principles.	Well-developed plan with specific strategies and initiatives, showing understanding of masterclass principles.	Adequate plan with some strategies outlined, demonstrating basic understanding of masterclass principles.	Partial plan with vague strategies and limited alignment with masterclass principles.	Incomplete or absent plan with no clear strategies or alignment with masterclass principles.	/5
Actionable Next Steps	Clear and realistic next steps identified with assigned responsibilities and deadlines.	Next steps identified with assigned responsibilities and deadlines, though may lack specificity.	Some next steps identified but lacking clarity or specificity in responsibilities and deadlines.	Next steps identified but vague or unrealistic, lacking clear responsibilities and deadlines.	No next steps identified or unclear how they will be implemented.	/5
Identification of Potential Barriers	Thorough identification of potential barriers with proactive and insightful strategies for overcoming them.	Clear identification of potential barriers with strategies for overcoming them, though may lack depth.	Some potential barriers identified with basic strategies for overcoming them.	Limited identification of potential barriers with vague or impractical strategies for overcoming them.	No identification of potential barriers or strategies for overcoming them provided.	/5
Writing Quality	Exceptional clarity, coherence, and organization with concise and articulate expression.	Clear and well-organized writing with mostly concise and articulate expression.	Adequate clarity, coherence, and organization, though may be somewhat verbose or lacking in precision.	Writing may lack clarity, coherence, or organization, with verbose or confusing expression.	Poor clarity, coherence, and organization, making it difficult to follow the writer's intentions.	/5
Please note, a minimum of 20 points are required for the reflection paper to be accepted and the graduate credit awarded. If your score is below 20 points, you will be given the opportunity to revise and resubmit your paper using feedback provided by a designated UCM faculty member.						/25

