

Designing Learning Experiences Rubric 2019

This rubric requires documenting and referencing evidence of alignment to project outputs. For each key output:

1. Provide the **document name and related page number(s)** under the 'Evidence' section to support how each 'Assessment Criteria' statement is included within the submission.
2. **Score** each Key Output (shaded, numbered statement in Assessment criteria) based on the submissions confidence in providing evidence of alignment.

Rubric Scoring

The rubric is based on *The Competencies for Performance and Learning Professionals* and lists the key outputs and supporting assessment criteria within each respective category. A submission must provide evidence for each criterion and score each key output as a section. The submission and the judges' assessment will score each key output using the following scale:

- VERY LIMITED – The submission provides no evidence of alignment to the key output and assessment criteria within the competencies.
- LIMITED – The submission provides little evidence of alignment to the key output and assessment criteria within the competencies.
- ADEQUATE – The submission provides some evidence of alignment to the key output and assessment criteria within the competencies.
- STRONG – The submission provides good evidence of alignment to the key output and assessment criteria within the competencies.
- OUTSTANDING – The submission provides excellent evidence of alignment to the key output and assessment criteria within the competencies.

A minimum score of 20 (out of 25) is required to be awarded the **Standard of Achievement**.

NOTES:

- Provide a comment **ONLY** if required to make a link between the 'Assessment Criteria' and document(s) submitted as evidence.
- The 'Assessment Criteria' indicates what is needed in the submission to meet the competencies for a **Standard of Achievement** award.
- **Refer** to the Institute for Performance and Learning's '*Competencies for Performance and Learning Professionals*' for additional details

I4PL Competencies Assessment Criteria		1- VERY LIMITED 2- LIMITED 3- ADEQUATE 4- STRONG 5- OUTSTANDING		Self-Assessment	
		Score (1 – 5)	Evidence (for each assessment criteria)		
			Document Ref (Name + Page #)	Comment (if required)	
1	Conduct design analysis				
1a	Confirm learning will address the identified performance gap(s)				
1b	Determine context requirements for learning				
1c	Research subject matter				
1d	Conduct task (instructional) analysis				
1e	Plan for designing learning				
2	Establish learning objectives and evaluation				
2a	Write learning objectives				
2b	Design evaluation of learning objectives				
2c	Develop materials to evaluate learning objectives				
3	Create detailed design				
3a	Prototype designs to get input from stakeholders				

1- VERY LIMITED 2- LIMITED 3- ADEQUATE 4- STRONG 5- OUTSTANDING		Self-Assessment		
		Score (1 – 5)	Evidence (for each assessment criteria)	
			Document Ref (Name + Page #)	Comment (if required)
I4PL Competencies Assessment Criteria				
3b	Determine delivery channel(s)			
3c	Create detailed outline for learning experience			
3d	Design support for transfer of learning and sustained performance			
3e	Prototype learning materials			
3f	Prototype digital interface			
3g	Conduct design walkthrough			
4	Develop materials			
4a	Write or compile content for learner and instructor materials			
4b	Develop layout and visuals for learner and instructor materials			
4c	Develop storyboards			
4d	Manage review and revision cycles with stakeholders, including SMEs			

1- VERY LIMITED 2- LIMITED 3- ADEQUATE 4- STRONG 5- OUTSTANDING		Self-Assessment		
		Score (1 – 5)	Evidence (for each assessment criteria)	
			Document Ref (Name + Page #)	Comment (if required)
I4PL Competencies Assessment Criteria				
4e	Produce web-based learning			
4f	Develop materials to support transfer of learning and sustained performance			
4g	Develop materials to evaluate learner reaction			
4h	Develop materials to evaluate transfer of learning			
4i	Validate learning design and materials			
5	Support implementation			
5a	Manage publication and distribution of materials			
5b	Prepare for implementation			
5c	Prepare support for transfer of learning and sustained performance			
5d	Plan for continuous improvement and maintenance			