

# DMin 3<sup>rd</sup> Year Project Proposal Rubric

## Title Page

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Required Components</b>	All of the required components of the title page are included: (1) the name of the University and the seminary, (2) title of the study, (3) the degree for which the paper is submitted, and (4) the author's name and current month and year	1 of the components is missing	2 of the components is missing	More than 2 of the components is missing
<b>Formatting</b>	The page is formatted correctly according to <i>Andrews University Standards of Written Work</i> . The components are all in the correct order and spaced correctly	The page is mostly formatted correctly according to <i>Andrews University Standards of Written Work</i> . One of the components is not space correctly	There are 2-3 spacing or placement errors	There are more than 3 spacing or placement errors
<b>Title of the Study</b>	Title <b>clearly</b> describes the what, who, and where of the project	Title describes the what, who, and where of the project	The title is only vaguely connected to the project	The title seems to have no connection to the project
<b>Language Conventions</b>	There are no spelling errors	There is 1 spelling error	There are 2-3 spelling errors	There are more than 3 spelling errors

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## Description of the Ministry Context

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Length</b>	Limited to ½ to ¾ of a page	No more than 1 page	More than 1 page or less than ½ page	Guidelines for length are not followed
<b>Content</b>	Describes clearly and concisely the ministry context where the project will be implemented	Describes somewhat clearly the ministry context where the project will be implemented	Description lacks clarity and conciseness and/or are related more the outcomes than reasons of importance	No clear description of the ministry context
<b>Format</b>	Follows precisely the format in the project proposal sample	Follows the format in the project proposal sample with minor variation	There are some clear differences from the project proposal sample	Does not follow at all the format of the project proposal sample
<b>Clearly Written</b>	The Description is written in a reader-friendly manner that models clarity of expression. Uses short declarative sentences.	The Description is written in a reader-friendly manner. One or two sentences lack clarity of expression. Uses short declarative sentences.	Several sentence in the Description lack clarity of expression. Expression of some ideas is confusing to the reader. Uses long, rambling sentences.	The Description does not promote reader understanding and/or is unclear in language use and expression. Uses long, rambling or run-on sentences.
<b>Language Conventions</b>	There are no spelling, grammar, or punctuation errors	There is one spelling, grammar, or punctuation errors	There are 2-3 spelling, grammar, or punctuation errors	There are more than 3 spelling, grammar, or punctuation errors

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## Statement of the Problem

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Length</b>	The Statement of the Problem is limited to 4 to 5 sentences	The Statement is 6 to 7 sentences	The Statement is 8-10 sentences	Guidelines for Statement length are not followed.
<b>Nature of the Problem</b>	A specific problem from the ministry context is clearly identified	A specific problem is identified that is somewhat connected to the ministry context	The problem is not connected to the context of ministry	The problem is outside of the scope of ministry
<b>Evidence of the Problem</b>	The reality of the problem is supported by clear objective evidence	The reality of the problem is supported by subjective evidence	The source of the evidence is unclear	There is no evidence given to support the reality of the problem
<b>Restrictive Nature of the Problem</b>	The problem is neither too broad or too narrow and deals with one specific issue—any other problems are seen in subordination to the major one	A specific problem is identified but is either too broad or too narrow in scope	Multiple problems are identified	Does not demonstrate a clear understanding of the problem to be addressed
<b>Components of the Statement</b>	The Statement addresses the stable context, provides evidence of the problem, the consequences of the problem, and identifies the destabilizing condition (root problem)	1 of the four components are missing from the Statement	2 of the four components are missing from the Statement	3 or more of the components are missing from the Statement
<b>Format</b>	Follows precisely the format in the project proposal sample	Follows the format in the project proposal sample with minor variation	There are some clear differences from the project proposal sample	Does not follow at all the format of the project proposal sample
<b>Language Conventions</b>	There are no spelling, grammar, or punctuation errors	There is 1 spelling, grammar, or punctuation errors	There are 2-3 spelling, grammar, or punctuation errors	There are more than 3 spelling, grammar, or punctuation errors
<b>Clearly Written</b>	The Statement is written in a reader-friendly manner that models clarity of expression. Uses short declarative sentences.	The Statement is written in a reader-friendly manner. One or two sentences lack clarity of expression. Uses short declarative sentences.	Several sentence in the Statement lack clarity of expression. Expression of some ideas is confusing to the reader. Uses long, rambling sentences.	The Statement does not promote reader understanding and/or is unclear in language use and expression. Uses long, rambling or run-on sentences.

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## Statement of the Task

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Length</b>	Is limited to 1 to 2 sentences	Is limited to 3 to 4 sentences	The statements is 5 to 7 sentences	Guidelines for statement length are not followed.
<b>Relationship to the Statement of the Problem</b>	The Statement of the Task relates directly to the Statement of the Problem	The Statement of the Task is somewhat related to the Statement of the Problem	The Statement of the Task does not clearly relate to the Statement of the Problem	There is no correlation between the Statement of the Task and the Statement of the Problem
<b>Restrictive Nature</b>	The task is neither too broad or too narrow and deals with one specific problem—any other problems are seen in subordination to the major one	A specific task is identified but is either too broad or too narrow in scope	Multiple tasks are identified	Does not describe a clear task to be implemented
<b>Necessary Descriptors</b>	Clearly states what you are going to do and why	Clearly states what you are going to do, but is less clear on why	The what and the why are vague	It is not clear what you intend to do or why
<b>Imbedded Intentions</b>	There is a clear intention stated to develop, implement, and evaluate the intervention	The statement is missing one of the three intentions	Two or more of the intentions are missing from the statement	There are no imbedded intentions in the statement
<b>Format</b>	Follows precisely the format in the project proposal sample	Follows the format in the project proposal sample with minor variation	There are some clear differences from the project proposal sample	Does not follow at all the format of the project proposal sample
<b>Language Conventions</b>	There are no spelling, grammar, or punctuation errors	There is 1 spelling, grammar, or punctuation errors	There are 2-3 spelling, grammar, or punctuation errors	There are more than 3 spelling, grammar, or punctuation errors
<b>Clearly Written</b>	The Statement is written in a reader-friendly manner that models clarity of expression. Uses short declarative sentences.	The Statement is written in a reader-friendly manner. One or two sentences lack clarity of expression. Uses short declarative sentences.	Several sentence in the Statement lack clarity of expression. Expression of some ideas is confusing to the reader. Uses long, rambling sentences.	The Statement does not promote reader understanding and/or is unclear in language use and expression. Uses long, rambling or run-on sentences.

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## Outline of Chapter 4

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Major steps of how the intervention will be developed, implemented, and evaluated</b>	Clearly indicates how the intervention will be developed, implemented, and evaluated	Some or all of the major steps are somewhat vague or unclear	Some or all of the major steps are somewhat vague or unclear; and, one or two of the areas (development, implementation, or evaluation) is missing	None of areas are evident
<b>Connection to theory and theology</b>	It is clear that the development, implementation, and evaluation are based on what was learned in chapters 2 & 3, and action research design and methods	It is somewhat clear that the development, implementation, and evaluation are based on what was learned in chapters 2 & 3, and action research design and methods	It is unclear that the development, implementation, and/or evaluation are based on what was learned in chapters 2 & 3, and action research design and methods	There is no connect between development, implementation, and evaluation and what was learned in chapters 2 & 3, and action research design and methods

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## Overall Project Proposal

Category	4.00 Target	3.00 Needs Improvement	2.00 Incomplete	1.00 Unacceptable
<b>Length</b>	The main text of the proposal should be limited to 5-6 pages	The main text of the proposal is 7-8 pages	The main text of the proposal is 9-10 pages	The guidelines for length are not followed
<b>Components</b>	All of the components of a project proposal are included and in the right order	1 of the components is missing or out of sequence	2 of the components are missing or out of sequence	More than 2 of the components are missing or out of sequence
<b>Format</b>	The proposal is formatted correctly according to <i>Andrews University Standards of Written Work</i> .	The proposal is mostly formatted correctly according to <i>Andrews University Standards of Written Work</i> . There is one formatting errors	There are 2-3 formatting errors	There are more than 3 formatting errors
<b>Clearly Written</b>	The overall proposal is written in a reader-friendly manner that models clarity of expression. Uses concise sentences.	The overall proposal is written in a reader-friendly manner. One or two sentences lack clarity of expression. Uses concise sentences.	Several sentence in the proposal lack clarity of expression. Expression of some ideas is confusing to the reader. Uses long, rambling sentences.	The proposal does not promote reader understanding and/or is unclear in language use and expression. Uses long, rambling or run-on sentences.
<b>Language Conventions</b>	There are no spelling, grammar, or punctuation errors	There is 1 spelling, grammar, or punctuation errors	There are 2-3 spelling, grammar, or punctuation errors	There more than 3 spelling, grammar, or punctuation errors

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