



St. Francis Institute of Management & Research
(SFIMAR)

2.6.2.a Rubrics Assessment

- **MMS Rubrics for Assessment**
- **PGDM Rubrics for Assessment**
- **MFM-MMM Rubrics for Assessment**

MMS RUBRICS

Assessment Rubrics for Projects – Total 15 Marks

Sr. No.	Criteria	Weightage of Marks Out of 15	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Core Idea and Thought	4	The student provides information that is logical and exhibits creative, original and/or insightful thought and/or research.	The student provides information that is mostly logical and exhibits creative, original and/or insightful thought and/or research.	The student does not present information that is logical or exhibits creative, original and/or insightful thought and/or research.
2	Supporting Evidence	1	The student claims are supported by academically credible sources or appropriate details.	The student claims are logical. Some, but not all, claims are supported by appropriate detail or academically credible sources.	The student provided no supporting evidence or supporting evidence is weak or irrelevant.
3	Structure, Clarity, and Understanding	4	The student presents information about the topic in a deliberate and	The student presents most, but not all, of the information about the topic	The student does not present the information about the topic in a deliberate and

			organized manner, demonstrating an understanding of the topic.	in a deliberate and organized manner, demonstrating an understanding of the topic.	organized manner, therefore does not demonstrate an understanding of the topic.
4	Subject Knowledge	3	Illustrated thorough knowledge in the assigned project, demonstrating an understanding of the subject area.	Illustrated knowledge in most, but not all areas of the subject for the assigned project.	Illustrated very little knowledge in the assigned project, for the concerned subject area.
5	Time Management	1	Excellent display of time management and adherence to deadlines for submission of the project tasks.	Good display of time management, with few errors, in meeting deadlines for submission of the project work.	Poor display of time management and not adhering to deadlines for submission of project tasks.
6	Contribution (including Group Projects)	2	Excellent coordination with group members. Positive group dynamics displayed. Well prepared for handling queries. Excellent	Coordinated with the group members to a good extent. Aware of group dynamics. Mostly prepared for handling queries. Many	Least coordinated with the group. Least contribution to the project development or completion. Unable to handle queries.

			contribution to the development and completion of the project.	contributions to the development and completion of the project.	
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Assessment Rubrics for Presentations – Total 15 Marks

Sr. No	Criteria	Weightage of Marks Out of 15	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Content Coverage	4	The presentation is a concise summary of the topic with all the questions answered. Comprehensive and complete coverage of the information.	The presentation is a good summary of the topic. Most important information covered; little irrelevant info.	The presentation is a brief look at the topic, but many questions are left unanswered. Majority of information irrelevant and significant points left out.
2	Coherence and Organization	1	The presentation is error-free and logical, with smooth transitions. All examples are appropriate.	The presentation has very few errors, but mostly logical. Most examples cited are accurate.	The presentation has many errors, and mostly illogical and incoherent. Many inaccurate examples are cited.
3	Comprehension and Clarity	4	The student shows extensive knowledge of the topic. The student showed a complete understanding of the assignment. Accurately understood and	The student shows a good understanding of the topic. The student is able to answer most of the questions posed.	The student shows an understanding of some parts of the topic. Only a few questions posed are accurately answered.

			answered all questions posed.		
4	Presentation Skills	3	There is regular/constant eye contact, the audience is engaged, and the presenter held the audience's attention. Appropriate speaking volume and body language.	The presenter spoke to the majority of the audience; steady eye contact. Most of the audience is engaged by the presentation. The presenter spoke at a suitable volume.	The presenter focused on only a few in the audience. Sporadic eye contact is made. The audience is distracted. Speaker could be heard by only half of the audience. Body language is distracting.
5	Time Management	1	The student displays excellent management of time while presenting the content	The student displays satisfactory management of time with some extra time needed to present.	The student's time management skills very poor. Content not covered in allotted time or content rushed through.
6	Contribution (including Group Presentations)	2	The student has excellent coordination with group members. Positive group dynamics displayed. Well prepared for handling	The student coordinated with the group members to a good extent. Aware of group dynamics. Mostly prepared for handling queries. Many contributions to	The student is least coordinated with the group. Least contribution to the project development or completion. Unable to handle queries.

			queries. An excellent contribution to the development and completion of the project.	the development and completion of the project.	
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Assessment Rubrics for Assignments – Total 5 Marks

Sr. No.	Criteria	Weightage of Marks Out of 5	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Content Coverage	2	The assignment is a concise summary of the topic given. Comprehensive and complete coverage of the information.	The assignment is a good summary of the topic. Most important information covered; little irrelevant info.	The assignment is a brief look at the topic, but many areas are left unaddressed. Majority of information irrelevant and significant points left out.
2	Comprehension and Clarity	1	The student shows extensive knowledge of the topic. Showed a complete understanding of the assignment. Accurately understood and addressed points with utmost clarity.	The student shows a good understanding of the topic. Showed the ability to address most of the points with good clarity.	The student shows an understanding of some parts of the topic but lacks clarity and displays a lack of comprehension in the way the assignment is done.

3	Supporting Material/ Texts	1	The student claims are supported by academically credible sources or appropriate details.	The student claims are logical. Some, but not all, claims are supported by appropriate detail or academically credible sources.	The student provided no supporting evidence or supporting evidence is weak or irrelevant.
4	Assignment Submission	1	The assignment is submitted through the appropriate submission channels and on time with no redoing of the assignment required.	The assignment is submitted with some delay. Some errors found in submission and required help.	The assignment is submitted after frequent reminders and follow-ups. Late submissions that required a complete redo of the assignment as well in respective cases.



Assessment Rubrics for Viva/Class Participation – Total 5 Marks

Sr. NO	Criteria	Weightage of Marks Out of 5	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Comprehension	2	Accurately understands and answers all questions posed. Actively participates in class discussions making relevant points.	Understand and answers most questions posed. Mediocre participation in class discussions.	Unable to comprehend what is taught. The student does not understand the questions posed to them accurately. Not participative in class discussions.
2	Attendance	1	Has 75% and above attendance in lectures, scheduled viva, class discussions.	Has 60-75% attendance in lectures, scheduled viva, class discussions.	Has 50% or below attendance in lectures, class participation, scheduled vivas.
3	Preparedness	2	Thoroughly prepared and well-read/ well-informed of various topics of discussions or topics been assessed.	Well prepared for topics of discussion and viva with few errors.	Least prepared for viva or discussions with errors in answers or points presented.



PGDM RUBRICS

PROJECT EVALUATION RUBRICS (Total 10 marks)			
Criteria	High (> or = 70% marks or above)	Medium (> or = 60% of marks)	Low (> or = 50% of marks)
Core Idea and thought	The student provides information that is logical and exhibits creative, original and/or insightful thought and/or research.	The student provides information that is most logical and exhibits creative, original and/or insightful thought and/or research.	The student does not present information that is logical or exhibits creative, original and/or insightful thought and/or research.
Supporting Evidence	The student claims are supported by academically credible sources or appropriate details.	The student claims are logical. Some, but not all, claims are supported by appropriate detail or academically credible sources.	The student provided no supporting evidence or supporting evidence is weak or irrelevant.
Structure, Clarity, and Understanding	The student presents information about the topic in a deliberate and organized manner, demonstrating an understanding of the topic.	The student presents most, but not all, of the information about the topic in a deliberate and organized manner, demonstrating an understanding of the topic.	The student does not present the information about the topic in a deliberate and organized manner, therefore, he/she does not demonstrate an understanding of the topic.
Subject knowledge	Illustrated thorough knowledge in the assigned project, demonstrating an understanding of the subject area.	Illustrated knowledge in most, but not all areas of the subject for the assigned project.	Illustrated very little knowledge in the assigned project, for the concerned subject area.
Time Management	Excellent display of time management and adherence to deadlines for submission of the project tasks.	Good display of time management, with few errors, in meeting deadlines for submission of the project work.	Poor display of time management and not adhering to deadlines for submission of project tasks.
Contribution (including group projects)	Excellent coordination with group members. Positive group dynamics displayed. Well prepared for	Coordinated with the group members to a good extent. Aware of group dynamics. Mostly prepared for handling	Least coordinated with the group. Least contribution to the project development or completion.

PROJECT EVALUATION RUBRICS (Total 10 marks)			
Criteria	High (> or = 70% marks or above)	Medium (> or = 60% of marks)	Low (> or = 50% of marks)
	handling queries. An excellent contribution to the development and completion of the project.	queries. Many contributions to the development and completion of the project.	Unable to handle queries.



PRESENTATIONS RUBRICS (Total 10 marks)			
Criteria	High (> or = 70% marks or above)	Medium (> or = 60% of marks)	Low (> or = 50% of marks)
Content coverage	The presentation was a concise summary of the topic with all the questions answered. Comprehensive and complete coverage of the information.	The presentation was a good summary of the topic. Most important information covered; little irrelevant info.	The presentation was a brief look at the topic but many questions were left unanswered. Majority of information irrelevant and significant points left out.
Coherence and Organization	The presentation was error-free and logical, with smooth transitions. All examples were appropriate.	The presentation had very few errors, but mostly logical. Most examples cited were accurate.	The presentation had many errors, and mostly illogical and incoherent. Many inaccurate examples were cited.
Comprehension and Clarity	The student shows extensive knowledge of the topic. The student showed a complete understanding of the assignment. Accurately understood and answered all questions posed.	The student shows a good understanding of the topic. The student was able to answer most of the questions posed.	The student shows an understanding of some parts of the topic. Only a few questions posed were accurately answered.
Presentation skills	There was regular/constant eye contact, the audience was engaged, and the presenter held the audience's attention. Appropriate speaking volume and body language.	The presenter spoke to the majority of the audience; steady eye contact. Most of the audience was engaged by the presentation. The presenter spoke at a suitable volume.	The presenter focused on only a few in the audience. Sporadic eye contact was made. The audience was distracted. Speaker could be heard by only half of the audience. Body language was distracting.
Time management	The student displayed excellent management of time while presenting the content	The student displayed satisfactory management of time with some extra time needed to present.	The student's time management skills very poor. Content not covered in allotted time or content rushed through.

<p>Contribution (including group presentations)</p>	<p>The student had excellent coordination with group members. Positive group dynamics displayed. Well prepared for handling queries. An excellent contribution to the development and completion of the project.</p>	<p>The student co-ordinate with the group members to a good extent. Aware of group dynamics. Mostly prepared for handling queries. Many contributions to the development and completion of the project.</p>	<p>The student was least coordinated with the group. Least contribution to the project development or completion. Unable to handle queries.</p>
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ASSIGNMENTS RUBRICS (Total 10 marks)			
Criteria	High (> or = 70% marks or above)	Medium (> or = 60% of marks)	Low (> or = 50% of marks)
Content coverage	The assignment was a concise summary of the topic given. Comprehensive and complete coverage of the information.	The assignment was a good summary of the topic. Most important information covered; little irrelevant info.	The assignment was a brief look at the topic but many areas were left unaddressed. Majority of information irrelevant and significant points left out.
Comprehension and Clarity	The student shows extensive knowledge of the topic. Showed a complete understanding of the assignment. Accurately understood and addressed points with utmost clarity.	The student shows a good understanding of the topic. Showed the ability to address most of the points with good clarity.	The student shows an understanding of some parts of the topic but lacks clarity and displays a lack of comprehension in the way the assignment is done.
Supporting material/ texts	The student claims are supported by academically credible sources or appropriate details.	The student claims are logical. Some, but not all, claims are supported by appropriate detail or academically credible sources.	The student provided no supporting evidence or supporting evidence is weak or irrelevant.
Assignment submission	The assignment was submitted through the appropriate submission channels and on time with no redoing of the assignment required.	The assignment was submitted with some delay. Some errors found in submission and required help.	The assignment was submitted after frequent reminders and follow-ups. Late submissions that required a complete redo of the assignment as well in respective cases.



VIVA AND CLASS PARTICIPATION RUBRICS (Total 10 marks)			
Criteria	High (> or = 70% marks or above)	Medium (> or = 60% of marks)	Low (> or = 50% of marks)
Comprehension	Accurately understands and answers all questions posed. Actively participates in class discussions making relevant points.	Understand and answers most questions posed. Mediocre participation in class discussions.	Unable to comprehend what is taught. The student does not understand the questions posed to them accurately. Not participative in class discussions.
Attendance	Has 75% and above attendance in lectures, scheduled viva, class discussions.	Has 60-75% attendance in lectures, scheduled viva, class discussions.	Has 50% or below attendance in lectures, class participation, scheduled viva.
Preparedness	Thoroughly prepared and well-read/ well-informed of various topics of discussions or topics been assessed.	Well prepared for topics of discussion and viva with few errors.	Least prepared for viva or discussions with errors in answers or points presented.



MFM/MMM Rubrics

Assessment Rubrics for Presentations – Total 10 Marks

Sr. No	Criteria	Weightage of Marks Out of 10	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Content Coverage	3	The presentation is a concise summary of the topic with all the questions answered. Comprehensive and complete coverage of the information.	The presentation is a good summary of the topic. Most important information covered; little irrelevant info.	The presentation is a brief look at the topic, but many questions are left unanswered. Majority of information irrelevant and significant points left out.
2	Presentation Skills	3	There is regular/constant eye contact, the audience is engaged, and the presenter held the audience's attention. Appropriate speaking volume and body language.	The presenter spoke to the majority of the audience; steady eye contact. Most of the audience is engaged by the presentation. The presenter spoke at a suitable volume.	The presenter focused on only a few in the audience. Sporadic eye contact is made. The audience is distracted. Speaker could be heard by only half of the audience. Body language is distracting.
3	Time Management	2	The student displays excellent	The student displays satisfactory	The student's time management skills very poor. Content

			management of time while presenting the content	management of time with some extra time needed to present.	not covered in allotted time or content rushed through.
4	Contribution (including Group Presentations)	2	The student has excellent coordination with group members. Positive group dynamics displayed. Well prepared for handling queries. An excellent contribution to the development and completion of the project.	The student coordinated with the group members to a good extent. Aware of group dynamics. Mostly prepared for handling queries. Many contributions to the development and completion of the project.	The student is least coordinated with the group. Least contribution to the project development or completion. Unable to handle queries.



Assessment Rubrics for Assignments – Total 5 Marks

Sr. No.	Criteria	Weightage of Marks Out of 5	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Content Coverage	2	The assignment is a concise summary of the topic given. Comprehensive and complete coverage of the information.	The assignment is a good summary of the topic. Most important information covered; little irrelevant info.	The assignment is a brief look at the topic, but many areas are left unaddressed. Majority of information irrelevant and significant points left out.
2	Comprehension and Clarity	1	The student shows extensive knowledge of the topic. Showed a complete understanding of the assignment. Accurately understood and addressed points with utmost clarity.	The student shows a good understanding of the topic. Showed the ability to address most of the points with good clarity.	The student shows an understanding of some parts of the topic but lacks clarity and displays a lack of comprehension in the way the assignment is done.

3	Supporting Material/ Texts	1	The student claims are supported by academically credible sources or appropriate details.	The student claims are logical. Some, but not all, claims are supported by appropriate detail or academically credible sources.	The student provided no supporting evidence or supporting evidence is weak or irrelevant.
4	Assignment Submission	1	The assignment is submitted through the appropriate submission channels and on time with no redoing of the assignment required.	The assignment is submitted with some delay. Some errors found in submission and required help.	The assignment is submitted after frequent reminders and follow-ups. Late submissions that required a complete redo of the assignment as well in respective cases.



Assessment Rubrics for Overall Class Participation – Total 5 Marks

Sr. NO	Criteria	Weightage of Marks Out of 5	High (Above 70 %)	Medium (Above 60% Up to 69%)	Low (Above 50 % Up to 59%)
1	Comprehension	2	Accurately understands and answers all questions posed. Actively participates in class discussions making relevant points.	Understand and answers most questions posed. Mediocre participation in class discussions.	Unable to comprehend what is taught. The student does not understand the questions posed to them accurately. Not participative in class discussions.
2	Attendance	1	Has 75% and above attendance in lectures, scheduled viva, class discussions.	Has 60-75% attendance in lectures, scheduled viva, class discussions.	Has 50% or below attendance in lectures, class participation, scheduled vivas.
3	Preparedness	2	Thoroughly prepared and well-read/ well-informed of various topics of discussions or topics been assessed.	Well prepared for topics of discussion and viva with few errors.	Least prepared for viva or discussions with errors in answers or points presented.

