

Merritt College Institutional Outcome Assessment Fall 2015 – Written Communication

Communication: Communicate with clarity and precision using oral, nonverbal, and/or written language, expressing an awareness of audience, situation, and purpose.

Course name and number:	
Name of instructor(s): *	
Number of students assessed:	

*If you teach a multi-section course, please submit one rubric for all sections that participates (aggregate data) and list all instructors who participated in the data collection and reflection.

In the table below, indicate the number of students at each benchmark for each of the categories listed:

	Excellent	Good	Average	Below Average	Incomplete
Understanding of Assignment Writing shows clear understanding of related reading material. Addresses prompt, question, and/or assignment properly.					
Content/Support Support is well-developed, detailed, and demonstrates evidence of critical thinking.					
Structural Organization Thesis and main points are stated clearly and effectively. Ideas are organized logically and coherently.					
Mechanics Sentence structure, grammar, punctuation, and citations are error-free and indicate thorough proofreading.					

Reflection Questions:

1. Identify three strengths that you found in your students' work.
2. Identify three areas where improvement is needed.
3. What is one action that you (or the college) could take to improve an area that you've identified as a weakness?
4. Are there any specific resources that are required to improve students' ability to communicate in your class or at the college?

Turn in your rubric with three samples of student work for inclusion in a college-wide portfolio. A permission form signed by the student must accompany each sample.