



Sample FCCLA Planning Process Rubric

Name: _____ Date: _____ Name of Project: _____

	1 Beginning	2 Developing	3 Accomplished	4 Exemplary	Points x weighting = Score
Identify Concerns: Participation	Shares few or no concerns; does not listen to others.	Shares some concerns; listens poorly to others.	Shares own concerns; listens well to others.	Facilitates identification of concerns by sharing own ideas and encouraging others.	____ × 1 =
Identify Concerns: Brainstorming	Does not follow the Rules for Brainstorming; interrupts others and devalues their ideas.	Follows most of the Rules for Brainstorming; sometimes interrupts others.	Follows Rules for Brainstorming.	Explains and models use of the Rules for Brainstorming; encourages others to use them.	____ × 1 =
Set a Goal: Measurable	Indicator(s) included in goal statement (if any) would be difficult to measure.	Includes at least one measurable indicator in goal statement.	Includes more than one measurable indicators in goal statement.	Specifies, with numbers, measurable indicators in goal statement.	____ × 2 =
Set a Goal: Achievable	Sets a goal that would be very difficult to achieve within the project's resources and parameters.	Sets a goal that might be achieved within the project's resources and parameters.	Sets a goal that clearly can be achieved within the project's resources and parameters.	Sets an achievable goal and describes interim benchmarks that will confirm progress toward the goal.	____ × 1 =
Form a Plan: Who, What, When, Where, How	Describes few or no elements of the plan's who, what, when, where, and how.	Describes some elements of the plan's who, what, when, where, and how.	Describes the plan's who, what, when, where, and how.	Clearly specifies the plan's who, what, when, where, and how.	____ × 2 =
Form a Plan: Organization	Summary of plan is mostly disorganized or unclear.	Summary of plan is disorganized or unclear in places.	Summarizes the plan in an organized, useable manner.	Summarizes the plan in an organized, useable manner and develops "to do" lists and other tools to organize the plan.	____ × 2 =
Act: Use of Plan	Does not use plan to carry out actions.	Uses parts of plan to carry out actions.	Uses plan to carry out most actions.	Explains/illustrates use of plan while carrying out actions.	____ × 2 =
Act: Adaptations	Makes few or no adaptations to plan.	Makes some adaptations to plan when absolutely necessary.	Adapts plan when circumstances require it.	Continually assesses pros and cons and adapts plan when it will benefit the project.	____ × 1 =
Follow Up: Evaluate	Conducts little or no evaluation of the project's process or results.	Partially and informally evaluates the project's process or results.	Conducts a formal evaluation of the project's process and results.	Uses a variety of methods and indicators to evaluate the project's process and results.	____ × 2 =
Follow Up: Publicize	Fails to consider how the project might be shared or publicized.	Identifies aspects of the project that could be shared or publicized.	Prepares a written or visual product to share and publicize the project.	Prepares a variety of written and visual products to share and publicize the project.	____ × 1 =
Follow Up: Report	Talks about the project when asked; provides no formal reports of the project.	Prepares a minimal written or oral report for local presentation.	Prepares a complete written or oral report for local presentation.	Prepares a written report and submits it for state and national FCCLA recognition.	____ × 1 =
Follow Up: Recognize	Makes little or no effort to thank and recognize people who help with project.	Privately or informally thanks or recognizes people who helped with the project.	Publicly thanks and recognizes people who helped with the project.	Prepares a formal recognition activity for people who helped with the project.	____ × 1 =
TOTAL SCORE (68 points possible)					