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Name: **HRM599 Week 10 Assignment 4: Conducting an Interview - Capstone Project**Description: **HRM599 Week 10 Assignment 4: Conducting an Interview - Capstone Project**

Ext

Grid View

List View

	Unacceptable 0 - 69% F	Fair 70 - 79% C	Proficient 80 - 89% B	Exemplary 90 - 100% A
HRM599-A4-1 1. Review the resume and cover letter you received from your job posting in the Week 8 discussion. Next, critique the competitive advantage you are predicting from the potential candidate. Provide a rationale for your critique.	0 (0%) - 46.72 (13.35%) Did not submit or incompletely reviewed the resume and cover letter you received from your job posting in the Week 8 discussion. Did not submit or incompletely critiqued the competitive advantage you are predicting from the potential candidate. Did not submit or incompletely provided a rationale for your critique.	36.75 (10.5%) - 41.48 (11.85%) Partially reviewed the resume and cover letter you received from your job posting in the Week 8 discussion. Partially critiqued the competitive advantage you are predicting from the potential candidate. Partially provided a rationale for your critique.	42 (12%) - 46.72 (13.35%) Satisfactorily reviewed the resume and cover letter you received from your job posting in the Week 8 discussion. Satisfactorily critiqued the competitive advantage you are predicting from the potential candidate. Satisfactorily provided a rationale for your critique.	47.25 (13.5%) - 52.5 (15%) Thoroughly reviewed the resume and cover letter you received from your job posting in the Week 8 discussion. Thoroughly critiqued the competitive advantage you are predicting from the potential candidate. Thoroughly provided a rationale for your critique.
HRM599-A4-2 2. Indicate the interview type you will be using (i.e., phone, video, in person). Next, determine one (1) challenge that may arise with this type of interview. Develop a plan to mitigate this challenge and	0 (0%) - 24.15 (6.9%) Did not submit or incompletely indicated the interview type you will be using. Did not submit or incompletely determined one (1) challenge that may arise with	24.5 (7%) - 27.65 (7.9%) Partially indicated the interview type you will be using. Partially determined one (1) challenge that may arise with this type of interview. Partially	28 (8%) - 31.15 (8.9%) Satisfactorily indicated the interview type you will be using. Satisfactorily determined one (1) challenge that may arise with this type of interview. Satisfactorily	31.5 (9%) - 35 (10%) Thoroughly indicated the interview type you will be using. Thoroughly determined one (1) challenge that may arise with this type of interview. Thoroughly

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minimize its impact on your interview.	this type of interview. Did not submit or incompletely developed a plan to mitigate this challenge and minimize its impact on your interview.	developed a plan to mitigate this challenge and minimize its impact on your interview.	Satisfactorily developed a plan to mitigate this challenge and minimize its impact on your interview.	Thoroughly developed a plan to mitigate this challenge and minimize its impact on your interview.
HRM599-A4-3 3. Create the interview form. Use the job description from Week 7 Assignment 3 to write the interview questions.	0 (0%) - 36.22 (10.35%) Did not submit or incompletely created the interview form. Did not submit or incompletely used the job description from Week 7 Assignment 3 to write the interview questions.	36.75 (10.5%) - 41.48 (11.85%) Partially created the interview form. Partially used the job description from Week 7 Assignment 3 to write the interview questions.	42 (12%) - 46.72 (13.35%) Satisfactorily created the interview form. Satisfactorily used the job description from Week 7 Assignment 3 to write the interview questions.	47.25 (13.5%) - 52.5 (15%) Thoroughly created the interview form. Thoroughly used the job description from Week 7 Assignment 3 to write the interview questions.
HRM599-A4-4 4. Conduct the interview with your potential candidate via Google Hangouts, video conferencing, telephone or any other appropriate technology. Input the interview information onto the form you created.	0 (0%) - 48.3 (13.8%) Did not submit or incompletely conducted the interview with your potential candidate via Google Hangouts, video conferencing, telephone or any other appropriate technology. Did not submit or incompletely inputted the interview information onto the form you created.	49 (14%) - 55.3 (15.8%) Partially conducted the interview with your potential candidate via Google Hangouts, video conferencing, telephone or any other appropriate technology. Partially inputted the interview information onto the form you created.	56 (16%) - 62.3 (17.8%) Satisfactorily conducted the interview with your potential candidate via Google Hangouts, video conferencing, telephone or any other appropriate technology. Satisfactorily inputted the interview information onto the form you created.	63 (18%) - 70 (20%) Thoroughly conducted the interview with your potential candidate via Google Hangouts, video conferencing, telephone or any other appropriate technology. Thoroughly inputted the interview information onto the form you created.
HRM599-A4-5 5. Write a brief summary of your experience	0 (0%) - 48.3 (13.8%) Did not submit or incompletely	49 (14%) - 55.3 (15.8%) Partially wrote a brief	56 (16%) - 62.3 (17.8%) Satisfactorily wrote a brief	63 (18%) - 70 (20%) Thoroughly wrote a brief

	Unacceptable 0 - 69% F	Fair 70 - 79% C	Proficient 80 - 89% B	Exemplary 90 - 100% A
conducting the interview. Indicate in the summary whether or not you have chosen this candidate for the position. Include the ethical decision-making abilities that went into your decision. Provide a rationale for your decision.	wrote a brief summary of your experience conducting the interview. Did not submit or incompletely indicated in the summary whether or not you have chosen this candidate for the position. Did not submit or incompletely included the ethical decision-making abilities that went into your decision. Did not submit or incompletely provided a rationale for your decision.	summary of your experience conducting the interview. Partially indicated in the summary whether or not you have chosen this candidate for the position. Partially included the ethical decision-making abilities that went into your decision. Partially provided a rationale for your decision.	summary of your experience conducting the interview. Satisfactorily indicated in the summary whether or not you have chosen this candidate for the position. Satisfactorily included the ethical decision-making abilities that went into your decision. Satisfactorily provided a rationale for your decision.	summary of your experience conducting the interview. Thoroughly indicated in the summary whether or not you have chosen this candidate for the position. Thoroughly included the ethical decision-making abilities that went into your decision. Thoroughly provided a rationale for your decision.
HRM599-A4-6 6. Writing Mechanics, Grammar, and Formatting	0 (0%) - 12.08 (3.45%) Serious and persistent errors in grammar, spelling, punctuation, or formatting.	12.25 (3.5%) - 13.82 (3.95%) Partially free of errors in grammar, spelling, punctuation, or formatting.	14 (4%) - 15.58 (4.45%) Mostly free of errors in grammar, spelling, punctuation, or formatting.	15.75 (4.5%) - 17.5 (5%) Error free or almost error free grammar, spelling, punctuation, or formatting.
HRM599-A4-7 7. Appropriate Use of APA In-Text Citations and Reference	0 (0%) - 12.08 (3.45%) Lack of in-text citations and / or lack of reference section.	12.25 (3.5%) - 13.82 (3.95%) In-text citations and references are provided, but they are only partially formatted correctly in APA style.	14 (4%) - 15.58 (4.45%) Most in-text citations and references are provided, and they are generally formatted correctly in APA style.	15.75 (4.5%) - 17.5 (5%) In-text citations and references are error free or almost error free and consistently formatted correctly in APA style.
HRM599-A4-8 8. Information	0 (0%) - 12.08 (3.45%)	12.25 (3.5%) - 13.82 (3.95%)	14 (4%) - 15.58 (4.45%)	15.75 (4.5%) - 17.5 (5%)

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Literacy/Integration of Sources	Serious errors in the integration of sources, such as intentional or accidental plagiarism, or failure to use in-text citations.	Sources are partially integrated using effective techniques of quoting, paraphrasing, and summarizing.	Sources are mostly integrated using effective techniques of quoting, paraphrasing, and summarizing.	Sources are consistently integrated using effective techniques of quoting, paraphrasing, and summarizing.
HRM599-A4-9 9. Clarity and Coherence of Writing	0 (0%) - 12.08 (3.45%) Information is confusing to the reader and fails to include reasons and evidence that logically support ideas.	12.25 (3.5%) - 13.82 (3.95%) Information is partially clear with minimal reasons and evidence that logically support ideas.	14 (4%) - 15.58 (4.45%) Information is mostly clear and generally supported with reasons and evidence that logically support ideas.	15.75 (4.5%) - 17.5 (5%) Information is provided in a clear, coherent, and consistent manner with reasons and evidence that logically support ideas.

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