Grading for this assignment will be based on answer quality, logic / organization of the paper, and language and writing skills, using the following rubric.

Points: 200	Assignment 4: On-boarding				
Criteria	Unacceptable Below 60% F	Meets Minimum Expectations 60-69% D	Fair 70-79% C	Proficient 80-89% B	Exemplary 90-100% A
1. Create an outline of an on-boarding process. Include a brief explanation of each step and explain why it is important. Weight: 45%	Did not submit or incompletely Created an outline of an on-boarding process. Did not submit or incompletely included a brief explanation of each step and explain why it is important.	Insufficiently created an outline of an on- boarding process. Insufficiently included a brief explanation of each step and explain why it is important.	Partially created an outline of an on-boarding process. Partially included a brief explanation of each step and explain why it is important.	Satisfactorily created an outline of an on-boarding process. Satisfactorily included a brief explanation of each step and explain why it is important.	Thoroughly created an outline of an on-boarding process. Thoroughly included a brief explanation of each step and explain why it is important.
2. Summarize what you believe are the two (2) most critical elements to consider when on- boarding in the global environment. Weight: 45%	Did not submit or incompletely Summarized what you believe are the two (2) most critical elements to consider when on-boarding in the global environment.	Insufficiently summarized what you believe are the two (2) most critical elements to consider when on-boarding in the global environment.	Partially summarized what you believe are the two (2) most critical elements to consider when on-boarding in the global environment.	Satisfactorily summarized what you believe are the two (2) most critical elements to consider when on-boarding in the global environment.	Thoroughly summarized what you believe are the two (2) most critical elements to consider when on-boarding in the global environment.
3. Clarity, writing mechanics, and APA formatting requirements. Weight: 10%	More than 8 errors present	7-8 errors present	5-6 errors present	3-4 errors present	0-2 errors present