



**STUDYDADDY**

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

Points: 300	Assignment 2: Designing a Training Program				
Criteria	Unacceptable  Below 60% F	Meets Minimum Expectations  60-69% D	Fair  70-79% C	Proficient  80-89% B	Exemplary  90-100% A
1. Design a two (2) day training program for a group of twenty (20) employees.  Weight: 15%	Did not submit or incompletely designed a two (2) day training program for a group of twenty (20) employees.	Insufficiently designed a two (2) day training program for a group of twenty (20) employees.	Partially designed a two (2) day training program for a group of twenty (20) employees.	Satisfactorily designed a two (2) day training program for a group of twenty (20) employees.	Thoroughly designed a two (2) day training program for a group of twenty (20) employees.
2. Identify two to three (2-3) training needs through a Training Needs Analysis (TNA) and justify an approach for this training.  Weight: 15%	Did not submit or incompletely identified two to three (2-3) training needs through a Training Needs Analysis (TNA) and did not submit or incompletely justified an approach for this training.	Insufficiently identified two to three (2-3) training needs through a Training Needs Analysis (TNA) and insufficiently justified an approach for this training.	Partially identified two to three (2-3) training needs through a Training Needs Analysis (TNA) and partially justified an approach for this training.	Satisfactorily identified two to three (2-3) training needs through a Training Needs Analysis (TNA) and satisfactorily justified an approach for this training.	Thoroughly identified two to three (2-3) training needs through a Training Needs Analysis (TNA) and thoroughly justified an approach for this training.
3. Develop the training objective for this program based on an analysis of the business.  Weight: 15%	Did not submit or incompletely developed the training objective for this program based on an analysis of the business.	Insufficiently developed the training objective for this program based on an analysis of the business.	Partially developed the training objective for this program based on an analysis of the business.	Satisfactorily developed the training objective for this program based on an analysis of the business.	Thoroughly developed the training objective for this program based on an analysis of the business.
4. Determine the training cost for the training program you are proposing. Include a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.  Weight: 15%	Did not submit or incompletely determined the training cost for the training program you are proposing, including a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.	Insufficiently determined the training cost for the training program you are proposing, including a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.	Partially determined the training cost for the training program you are proposing, including a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.	Satisfactorily determined the training cost for the training program you are proposing, including a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.	Thoroughly determined the training cost for the training program you are proposing, including a detailed breakdown of time allotted for each piece, the subsequent cost analysis, and the total cost for the project as a whole.
5. Select key training method (s) to deliver the program to	Did not submit or incompletely selected key training method	Insufficiently selected key training method (s) to deliver the	Partially selected key training method (s) to deliver	Satisfactorily selected key training method (s) to deliver	Thoroughly selected key training method (s) to deliver

Weight: 15%	day face-to-face training program.	face-to-face training program.	one-day face-to-face training program.	one-day face-to-face training program.	module one-day to-face program
6. Create an agenda of activities for the training program.  Weight: 10%	Did not submit or incompletely created an agenda of activities for the training program.	Insufficiently created an agenda of activities for the training program.	Partially created an agenda of activities for the training program.	Satisfactorily created an agenda of activities for the training program.	Thoroughly created agenda activities the training program
7. Use at least five (5) quality academic resources in this assignment.  Weight: 5%	No references provided	Does not meet the required number of references; all references poor quality choices.	Does not meet the required number of references; some references poor quality choices.	Meets number of required references; all references high quality choices.	Exceeds number of required references; high quality choices
8. Clarity, writing mechanics, and 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



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