TCO 363
Needs Assessment Grading Rubric
Based on the Needs Assessment assignment by Lloyd Rieber

Designer: ________________________________
Peer reviewer: ________________________________

<table>
<thead>
<tr>
<th>Points (100)</th>
<th>Elements of Review</th>
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| (10) Background of the Problem | • States document purpose  
• References general professional literature or government reports that support and justify the need for instruction — or any other written data that supports the need for instruction.  
• Describes the context in which the instruction will be designed and implemented (possibly two different places)  
• Describe symptoms that make you believe a problem exists. |
| (25) Problem Statement | • Problem chosen is “real-life” in context  
• Methodology for analyzing instructional need is described  
• Problem is well defined by analysis  
• Instruction determined to be the most appropriate intervention by careful instructional analysis |
| (40) Needs Analysis | • Methodology for collecting data clearly described  
• Key findings clearly identified – results listed  
  o Correctly analyzes the target audience  
  o Describes learner characteristics in depth  
  o Determines what audience already knows  
  o Provides specific details about the learning environment as part of context analysis  
  o Justifies and supports the instructional goal |
| (15) Rationale for Instruction | • Explain and justify why instruction is the best solution to the problem |
| (10) Instructional Goal(s) Statement | • Generally describe some result you want to happen in the real world as a result of the instruction you create |
| Scope Statement          | ● Contains at least one sentence stating what the project will accomplish  
|                         | ● Describes any constraints to the project  
|                         | ● Describes deliverable(s)  
| Grammar/Spelling/Punctuation | ● Meets expected standards  

Comments: