

Rubrics for the Research and Citation Skills in APA 7th Edition and Listening Practice

COMM 230: Introduction to Public Speaking

Instructor: Temilade Adeeko

Assignment: Research and Listening Skills

Objective: To develop listening, research, and citation skills while understanding the role of communication in public speaking.

Grade Points: 20

Criteria	Excellent (5)	Proficient (4)	Needs Improvement (3-2)	Needs Improvement (1-0)
Critical Listening (Video Analysis) (5 points)	Thorough and detailed notes demonstrate active listening; identifies key processes, techniques, and insights; worksheet is complete and accurate.	Notes are clear and relevant; most key insights are identified; worksheet is mostly complete with minor errors.	Notes are incomplete or lack sufficient detail; worksheet has multiple errors or missing elements.	Notes are absent or minimal; worksheet is incomplete or not submitted.
Research Task 1 (Library Source) (5 points)	Library source is highly relevant, scholarly, and clearly supports the assignment topic; APA citation is error-free. More than three credible sources are used.	Library source is relevant and scholarly; APA citation has minor errors. At least three credible sources are used.	Library source is somewhat relevant but lacks depth; APA citation has multiple errors. Less than three credible sources are used.	Library source is irrelevant or inappropriate; APA citation is absent or inaccurate. Less than three sources used or none at all.
APA Reference List (5 points)	Reference List is flawlessly formatted in	Reference List has minor errors in formatting,	Reference List has multiple formatting	Reference List is missing, disorganized, or entirely incorrect.

	APA 7th edition, alphabetized, double-spaced, and uses proper hanging indents.	spacing, or order.	issues, missing elements, or incorrect order.	
Reflection Paragraph (5 points)	Reflection is insightful, clearly connects listening and research skills to communication, and demonstrates critical thinking; free of grammatical errors.	Reflection is clear and relevant but lacks depth or critical insight; minor grammatical errors.	Reflection is vague or minimally connects to the assignment; multiple grammatical errors.	Reflection is missing or irrelevant; unclear or poorly written.