**Certificate of Contact Hours Reflection Questions Rubric**

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| Criteria and Points Assigned | Exceeds Expectations | Meets Expectations | Below Expectations | Missing or Incomplete Answers | Points Earned |
|  | 3 | 2 | 1 | 0 |  |
| Relevance of answer to questions | All questions are answered; answers are complete; sufficient detail provided to support assertions; answer focuses only on issues related to the question; and are factually correct. | All questions are answered; some questions responses provided are brief with insufficient detail. Unrelated issues were introduced and/or minor errors in content. | All questions are answered; however, answers are incomplete. Excessive discussion of unrelated issues and/or significant errors in content | 1 or more question are not answered. |  |
| Thoroughness of answers | All answers display a clear command of the content presented in the modules. Responses deals fully with the entire question. | All answers display an appropriate command of the content presented in the modules. Most of the basic details are included but some are missing. | Answers display a limited command of the content presented in the modules.Serious gaps in the basic details of the response. | 1 or more of the answers are not relevant or details were not included. |  |

Reviewers Comments: