

ALBANY STATE UNIVERSITY EDUCATIONAL LEADERSHIP

RUBRIC FOR INTERVIEW

Name _____ Date _____ Evaluator _____

ASSIGNMENT: Candidate will complete a written report based on interview conducted with assigned educational leader

CATEGORY OF INTERVIEW	Distinguished Full	Proficient $\frac{3}{4}$	Developing $\frac{1}{2}$	Emerging $\frac{1}{4}$
Introduction 10 points	Clearly and fully described interview and its elements; technically perfect; may be used as a model; details convey experience of person interviewed	All elements present; adequately describes person being interviewed; some reflection; clear and thoughtful	Most elements present; needs additional info about person	Few elements (What? When? Where? Who? Why? How?) present; lacks sufficient information about interview and person
Quality and Relevance of Questions Used 10 points	Thoughtful and well constructed; linked to educational leadership; links to educational leadership; good depth of knowledge; creative	Clear and understandable; links to educational leadership practice; some depth; all questions pertinent and well worded	Questions mostly factual; linkage to educational leadership practice; some depth; adequately worded	Weak and poorly worded; few questions and no depth; no link to educational leadership
Follow-up Questions Used 10 points	Appropriate and demonstrative of thought and relevance; several questions; linked to responses; clear link to educational leadership	Some clear follow-up questions based on responses; linked to educational leadership	Asks some follow-up questions; linked to educational leadership not totally clear	Did not ask follow-up questions
Summary of Responses and Analysis of the Interview 50 points	Detailed and clear summary of questions asked and answers received; links to educational leadership; relevance is clear. Clear and detailed; link to educational leadership; reflective; relevant	Detailed; some reflection; adequate link to educational leadership. Clear analysis; adequate detail; some reflection; relevant	Lacks detail and little depth; cursory summary. Some analysis; some detail; little reflection	Vague and incomplete summary; perfunctory summary. Little analysis; no detail; no reflection
Conclusions - Knowledge Gained; Reflection 20 points	Fully developed conclusions and knowledge; clear link to educational leadership; reflective and clear sense of how one might apply in future; at least 3 main points listed	Adequate detail and some pertinent conclusions and depth; at least 2 main points listed	Some conclusions and details; little sense of what was learned	Few in-depth conclusions; little, if any, sense of what was learned

GRADE BREAKDOWN

Introduction _____ /of 10 points
 Quality & Relevance of Questions Used _____ /of 10 points
 Follow-up Questions Used _____ /of 10 points
 Summary of Responses & Analysis of Interview _____ /of 50 points
 Conclusions - Knowledge Gained; Reflection _____ /of 20 points

TOTAL POINTS: _____ /100 Points