



The earner of this badge demonstrated fundamental skills of written and verbal communication by expressing thoughts and providing directions for individuals and groups. The earner is skilled at active listening and is able to resolve basic conflicts and facilitate negotiation between parties. The earner has the ability to use multiple communication platforms such as email, virtual meetings, social media, and public speaking.

Earner:		Reviewer:		Date:	
Written Communication					
Earning Criteria		The earner will write an essay detailing their experience with written and verbal communication (e.g., email, virtual meetings, social media, individual counseling, conflict resolution, and/or public speaking engagements, etc.).			
Reviewing Criteria		The reviewer will use the provided rubric to assess the earners ability to detail the experience with written and verbal communication – please use the space at the bottom of the rubric to provide feedback for the earner.			
Scoring Criteria		Earner must score a minimum 2 points in all categories to earn the badge.			
Score		3	2	1	
Context and Purpose		Demonstrated critical thinking through a comprehensive analysis that integrated relevant perspectives into a clear thesis supported with consistent logic by addressing four or more examples of written and/or verbal communication.	Demonstrated critical thinking with sufficient analysis and adequately stated thesis with adequate support by addressing two to three examples of written and/or verbal communication.	Analysis did not demonstrate critical thinking, was unclear and not adequately supported by addressing only one example of written and/or verbal communication.	
Score					
Content Development		Explored all topics/ideas by using content that is augmented with relevant personal experiences/external sources to support positions.	Explored most topics/ideas by using content that is appropriate and relevant, but the content is not well supported.	Did not explore topics/ideas by using appropriate/relevant content, and the content is not well supported.	
Score					
Grammar and Mechanics		Used straightforward language with little to no (zero to two) errors.	Used clear language with some (three to five) errors.	Used ambiguous language with significant (six or more) errors.	
Score					
Total					

Please use the space provided below to detail your experience with written and verbal communication

Verbal Communication			
Earning Criteria	The earner delivered a professional presentation or briefing that demonstrates a clear, concise, and credible message that includes smooth transitions between main points, little to no verbal distractors or mannerisms, and consistent audience engagement.		
Reviewing Criteria	The reviewer will use the provided rubric to assess the earners ability to deliver a professional presentation or briefing – please use the space at the bottom of the rubric to provide feedback for the earner.		
Scoring Criteria	Earner must score a minimum 2 points in all categories to earn the badge.		
Score	3	2	1
Central Message	Central message is clear, consistent, and well supported.	Central message is understandable but is not well-supported.	Central message is unclear and/or not explicitly stated in the presentation.
Score			
Organization (intro, body, conclusion)	Organizational pattern is clearly and consistently observable.	Organizational pattern is intermittently observable.	Organizational pattern is not observable.
Score			
Language	Language choices are thoughtful and generally support the effectiveness of the presentation.	Language choices are mundane and commonplace and partially support the effectiveness of the presentation.	Language choices are unclear and minimally support the effectiveness of the presentation.
Score			
Delivery (posture, gesture, eye contact, and vocal expressiveness)	Delivery techniques made the presentation interesting, and the speaker appears comfortable. The mannerisms, gestures, and vocal presentation added to the presentation delivery.	Delivery techniques made the presentation understandable, and the speaker appears tentative. The mannerisms, gestures, and vocal presentation were adequate and did not detract from the presentation delivery.	Delivery techniques detract from the understandability of the presentation, and the speaker appears uncomfortable. The mannerisms, gestures, and vocal presentation detracted from the presentation delivery.
Score			
Supporting Material (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities)	Supporting materials make appropriate reference to information or analysis that generally supports the presentation or establishes the presenter's credibility/authority on the topic.	Supporting materials make appropriate reference to information or analysis that partially supports the presentation or establishes the presenter's credibility/authority on the topic.	Insufficient supporting materials make reference to information or analysis that minimally supports the presentation or establishes the presenter's credibility/ authority on the topic.
Score			
Total			

Reviewer: Please use the space below to provide feedback for the earner.

Recommend award of the badge:

YES

NO

Earner Signature:

Reviewer Signature:

Issuer Signature: