HRA 330
Case Study Guidelines

In this course, you will complete 4 (four) Case Studies. Details for each Case Study are located in the module in which it is due.

- Case Study 1 is due in **Module 1**
- Case Study 2 is due in **Module 2**
- Case Study 3 is due in **Module 3**
- Case Study 4 is due in **Module 6**

Assignments should conform to the following criteria:
- All submissions should follow APA formatting.
- Margins should be 1" in all directions.
- Papers should be double-spaced and in a highly readable 12-point font (Arial, Times New Roman or Verdana are recommended). Headings may be larger.
- The paper must follow the academic research format (APA) and, unless otherwise specified, should include a brief abstract or executive summary that explains what the paper is about.
- Format for in-text citations and the Reference page should also follow APA style.
- At least 2 external credible academic resources should be included to substantiate the arguments and appropriately cited in text, as well as in the References section. WIKIPEDIA is not considered to be a credible academic resource and should not be utilized.
- Save the document as "Lastname_Firstname_AssignmentName"

GRADING RUBRIC:

Criteria	Exceeds Expectations up to 25% of max grade	Meets Expectations up to 20% of max grade	Fails Expectations up to 15% of max grade
Content	Position or thesis is very credible and logical; research sources are credible and sufficient to support arguments.	Position or thesis is credible; sources are credible.	Position or thesis lacks credibility; arguments are not clear or not well supported; sources are not credible or do not support arguments.
Organization & Clarity	Concepts presented are clearly organized and easy to understand; early information leads to later information; coherently summarized.	Concepts presented are not organized logically; no coherent summary.	Concepts presented are unclear or difficult to understand; paper is disorganized and does not follow logical progression.
Creativity & Interest	Presents new ideas and/or old ideas in interesting ways; writing style is formal but maintains interest; includes real-world applications.	Presents widely accepted ideas or discusses topics that are already well known without much attention to original content or reader interest.	Presents ideas that are clichéd or imitative; does not make topic interesting for reader.
Grammar, Spelling, Punctuation, Formatting	Grammar is appropriate; spelling, punctuation, and formatting are accurate.	Grammar is appropriate; few spelling, punctuation, or formatting errors.	Grammar, spelling, punctuation, and/or formatting are inappropriate, incorrect, and unprofessional.