Performance Evaluation Rubric for Evaluation of Learning Systems Levels 1 & 2 Badges

Skill	Basic performance	Intermediate	Advanced	Expert	Rating
Performed internal and external evaluations for efficiency and effectiveness of learning systems. Tailored evaluation approaches to unique situations, compiled data to produce evaluation reports, recommended adjustments to learning systems.	Implements formative evaluation plan to ensure instructional goals and objectives are met; implements summative evaluation plans to ensure the courses/programs outcomes are effectively meeting stakeholder requirements	Conducts internal and external feedback on instructional systems; tailors evaluation processes to meet unique learning situations; compiles data to produce evaluation reports and makes necessary adjustments to the instructional system	Leads internal and external evaluation teams providing feedback on instructional systems. Analyzes evaluation data and makes recommendations to improve validity, effectiveness, and efficiency of learning systems	Provides guidance and makes recommendations to leadership based on evaluation data, Incorporates or employs new evaluation methods and processes to meet strategic intent	
Internal evaluation	The applicant has provided artifacts verifying that they have assisted evaluators gather internal evaluation data. Artifacts should include data outputs from learning systems, reports of established measures produced by learning systems, etc.	The applicant has provided artifacts verifying that they have performed internal evaluations that were aligned to an evaluation strategy. Artifacts should include internal evaluation/inspection reports, inspection findings, or other substantiating documentation.	The applicant has provided artifacts verifying that they have led internal evaluation teams, and was responsible for ensuring evaluations aligned to an evaluation plan or strategy. Artifacts should include internal evaluation/inspection reports, inspection findings, evaluation team rosters, etc.	The applicant has provided artifacts verifying that they have developed internal evaluation strategies that were used to guide teams conducting actual evaluations. Artifacts should include evaluation plans, criteria, organizational goals, mission, and strategy documents, evaluation reports, policy and/or guidance.	☐ Basic ☐ Intermediate ☐ Advanced ☐ Expert
External evaluation	The applicant has provided artifacts verifying that they have assisted evaluators gather external evaluation data. Artifacts should include data outputs from learning systems, survey systems, reports from interviews, etc.	The applicant has provided artifacts verifying that they have performed external evaluations that were aligned to an evaluation strategy. Artifacts should include external evaluation reports, survey summaries, interview summaries or other substantiating documentation.	The applicant has provided artifacts verifying that he/she have led external evaluation teams, and was responsible for ensuring evaluations aligned to an evaluation plan or strategy. Artifacts should include external evaluation reports, interview summaries, evaluation team rosters, etc.	The applicant has provided artifacts verifying that they have developed external evaluation strategies that were used to guide teams conducting actual evaluations. Artifacts should include evaluation plans, criteria, organizational goals, mission, and strategy documents, evaluation summaries, policy and/or guidance.	☐ Basic ☐ Intermediate ☐ Advanced ☐ Expert
Tailored evaluation approaches	The applicant has provided artifacts verifying that they have responded to evaluator's requests to gather data supporting unique situations. Artifacts should include data outputs from learning systems, reports from interviews, mission dependent data, etc.	The applicant has provided artifacts verifying that they have made adjustments to evaluation approaches in response to unique situations or local mission. Artifacts should include evaluation reports, mission dependent data summaries, etc.	The applicant has provided artifacts verifying that they have made adjustments to evaluation strategies in response to unique situations or local mission. Artifacts should include evaluation reports, mission, vision, strategy, evaluation strategy documents. etc.	The applicant has provided artifacts verifying that they have developed evaluation strategies and policy that allows adjustments in response to unique situations or local mission. Artifacts should include evaluation strategy documents, policy, and guidance. etc.	☐ Basic ☐ Intermediate ☐ Advanced ☐ Expert

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Data analysis	The applicant has provided artifacts verifying that they have used data systems to gather and compile data requested by evaluators. Artifacts should include data outputs from learning systems, custom reports of learning measures produced by learning systems, etc.	The applicant has provided artifacts verifying that they have analyzed quantitative and qualitative data to determine efficiency and effectiveness of learning systems, determines if data verified defined goals. Artifacts should include data analysis reports, summaries, statistical analysis of learning system data, etc.	The applicant has provided artifacts verifying that they have analyzed qualitative and quantitative data and developed reports that recommend changes to learning systems, courses, programs, etc. Artifacts should include reports, supported by data analytics, recommending changes or improvements to learning systems. etc.	The applicant has provided artifacts verifying that they have developed data analysis strategies, validated key metrics, approved data visualizations, etc. Artifacts should include reports, policy, or guidance that defines data analysis strategies, analysis that underpins key performance indicators, scorecards, or dashboards reporting efficiency and effectiveness of learning systems.	☐ Basic ☐ Intermediate ☐ Advanced ☐ Expert
Process improvement	The applicant has provided artifacts verifying they have completed formal continuous process improvement training provided by a certified green or black belt.	The applicant has provided artifacts verifying they have participated in continuous process improvement teams, rapid improvement events under the supervision of a certified green or black belt.	The applicant has provided artifacts verifying they have co-led continuous process improvement teams, rapid improvement events under the supervision of a certified black belt.	The applicant has provided artifacts verifying they have led process improvement teams, rapid improvement events. Green belt certification will meet this level of performance.	☐ Basic ☐ Intermediate ☐ Advanced ☐ Expert

Criteria for Award	Time in position	Supervisor's recommendation	Performance Certification
Level 1: 80% of tasks are evidenced at the *intermediate* level or higher		_____ Supervisor/Reviewer Signature Level 1 Badge is recommended by the earner's supervisor or reviewer knowledgeable in the subject	_____ Certifier/Issuer Signature Level 1 Badge is certified by the issuer, typically the senior 1750 in the organization
Level 2: 80% of tasks are evidenced at the *advanced* level or higher	Award of the Level 1 Badge – Note: individuals with 24 months in a full time evaluation position may apply directly for the Level 2 badge	_____ Supervisor/Reviewer Signature Level 2 Badge is recommended by the earner's supervisor or reviewer knowledgeable in the subject	_____ Certifier/Issuer Signature Level 2 Badge is certified by the issuer, typically the senior 1750 in the organization

Earner First Name	Earner Last Name	Earner Email (linked to Credly acct)	Date issued