

Personal Leadership Development Plan (PLDP) Comprehensive Essay (Capstone)

Overall Completion Scale: Complete: >=75%, Incomplete: <75%, Not Acceptable: 0%

Student Name	Course	Instructor	Date	Grade	
				Points	Percent

Criteria (Weighted percentage)	Satisfactory (score 3 points)	Unsatisfactory (score 1 point)	Not Acceptable (score 0 points)
Met all administrative requirements to include a Cover Page with Supervisor/ Mentor statement. (50%) points scored:	Complied with assignment parameters and submitted IAW instructions.	Significant deviation(s) from assignment parameters and did not submit IAW instructions.	Did not submit supervisor/ mentor self-certification. Non-original work.
Well-defined personal vision as a leader. (5%) points scored:	Personal vision was clear IAW instructions.	Personal vision was unclear, and/or deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.
Identified how this PLDP benefits the organization. (5%) points scored:	Identified how this personal plan benefits the organization.	Failed to adequately address this aspect of the assignment.	Inappropriate and/or unprofessional. Did not complete.
Described "personality." (5%) points scored:	Description of personality was clear IAW instructions.	Unclear description of your "Personality".	Inappropriate and/or unprofessional. Did not complete.
Contained relevant and personal Core Values. (5%) points scored:	Clear, understandable and IAW instructions.	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.

Criteria (Weighted percentage)	Satisfactory (score 3 points)	Unsatisfactory (score 1 point)	Not Acceptable (score 0 points)
Identified specific professional goals in a Vision. (5%) points scored:	Clear, understandable and IAW instructions.	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.
Identified reasonable strengths. (5%) points scored:	Clear, understandable and IAW instructions.	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.
Identified areas to improve. (5%) points scored:	Clear, understandable and IAW instructions	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.
Identified opportunities & threats. (5%) points scored:	Clear, understandable and IAW instructions	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.
Developed an Action Plan with realistic timelines and "SMART Goals." (10%) points scored:	Clearly outlines identified goals, with specific, measurable, achievable, relevant and timely objectives.	Deviated from instructions.	Inappropriate and/or unprofessional. Did not complete.