

## SECTION 3: Essay Evaluation

Essays are scored with 5 criteria: Situation, Task, Action, Results and Format.

Each area can be scored 2, 1 or 0 points. Here is a description of the requirements for each score in each criteria:

SCORE	SITUATION	TASK	ACTION	RESULTS	FORMAT
<b>2 points</b>	<p>The essay provides a detailed and clear description of a practical work situation relevant to the Competency area.</p> <p>The candidate describes how the situation impacts the workplace.</p> <p>The candidate coherently explains why the challenge requires a DEI approach.</p>	<p>The essay describes the requirements of a solution to address the situation, such as who needs to be involved and the resources needed.</p> <p>The essay describes a clear solution developed to address the situation.</p> <p>The candidate demonstrates a sound understanding of the situation and clear reasoning in developing a solution.</p>	<p>The essay clearly outlines the candidate's actions and demonstrates the range of DEI skills in the area of competency applied.</p> <p>The essay describes the tools, resources or supports used.</p> <p>The competencies demonstrated align with the situation and its needs.</p>	<p>The essay explains the short- and long-term outcomes of the actions taken by the candidate.</p> <p>It highlights what the candidate accomplished and learned, and how this will inform their DEI practice in the future.</p> <p>The candidate may acknowledge what they could have done differently and how they will respond in the future.</p>	<p>There are clear links between the competency selected, situation, task, actions, and results achieved.</p> <p>The candidate communicates effectively and efficiently.</p> <p>The essay follows formatting guidelines: approximately 2 pages (double-spaced) in length, includes all relevant information, and is in a legible format.</p>
<b>1 point</b>	<p>The essay briefly summarizes a practical work situation relevant to the Competency area.</p> <p>There are gaps in the explanation of the situation and it is not clear why a DEI approach is required.</p> <p>There is little detail of how this situation impacts their organization.</p>	<p>The candidate presents a superficial understanding of the situation and what it requires.</p> <p>The solution developed is not thoroughly explained, with gaps in demonstrating how it addresses the challenge.</p> <p>There is little mention of other people and resources involved.</p>	<p>The essay mentions actions taken with noticeable gaps in demonstrating DEI skills.</p> <p>The competencies demonstrated align with the situation presented and show some relevance to the situation.</p>	<p>The essay briefly highlights short- and long-term outcomes of the actions taken.</p> <p>There is some mention of what the candidate accomplished or learned, and how this will inform their DEI practice in the future, with gaps in the reflection.</p>	<p>The link between the competencies, situation, task, actions, and results are present, but not well described.</p> <p>The candidate communicates somewhat effectively.</p> <p>The essay is either too short and should have included more details; or too long and includes some unnecessary information.</p>
<b>0 points</b>	<p>The essay does not provide a description of a situation relevant to the competency area.</p>	<p>The task is poorly laid out or not identifiable.</p> <p>The task is not explored, and the essay does not provide information on the development of a plan to respond to the situation.</p> <p>The candidate's reasoning and considerations are not mentioned.</p>	<p>The essay does not identify what the candidate did and does not provide evidence of DEI competency.</p> <p>DEI skills demonstrated are not aligned with the situation presented, or with the selected Area of competency.</p>	<p>The essay does not describe outcomes of the actions taken.</p> <p>It does not highlight what the candidate accomplished or learned.</p>	<p>There are no links between the competency selected, situation, task, action, and results achieved.</p> <p>The candidate does not communicate effectively.</p> <p>The essay is much too short or much too long.</p>