

## **Mastery Case Study Guidelines**

Fall 2018

### **Objective**

The objective of the Master Case Study is to evaluate an MPA student's ability to comprehend a case, assess the core problems and causes, provide theoretical and empirical analysis, and make summary lessons and recommendations. The student should be able to write a coherent and convincing narrative analysis of the case, drawing on appropriate theory, justifying claims with data, using the American Psychological Association (APA) style standards.

### **Components of the Case Study Analysis Report**

- **Introduction and Study Context**
  - What or who are the key subjects discussed in the case?
  - What are the important problems or puzzles in this case?
  - What is the significance and relevance of the case? (Why should the reader care?)
- **Assessment of Core Problem and its Causes**
  - From your own perspective, what is the ultimate problem in this case?
  - In your own assessment, what are the root causes of this problem?
  - What are alternative perspectives or explanations?
  - Why is your perspective important to consider?
- **Analysis**
  - How does existing literature help us understand this case?
    - Be sure to cite and properly reference
  - What theories are relevant for understanding this case, the ultimate problem and its causes?
  - How do you explain what is described in the case?
  - What data from the case support your analysis?
  - What does the existing research and theory suggest for acting on this problem?
- **Lessons Learned, Recommendations, and Warranted Actions**
  - Based on your assessment, what are the key lessons from this case?
  - What actions are warranted to be taken given your assessment of the case and its core problem?
  - What recommendations do you have for the actors and organizations in this case?
  - Are the recommendations and warranted actions feasible given the evidence?
  - How are these justified from the theory and existing literature?
- **References**
  - Be sure to identify all sources and references used, following APA guidelines.

## **Case Assessment Rubric Questions**

- **Introduction and Problem Description**
  - Is the case introduced and summarized clearly in the writer's own words?
  - Is the summary relevant to the writer's analysis
  - Is the core problem clearly stated in the writer's own words?
  - Does the writer identify alternative explanations or paths of analysis?
- **Analysis**
  - Is sufficient relevant theory and existing literature identified and explained?
  - Does the writer provide original analysis building upon existing literature and theory?
  - Is the analysis supported by data?
  - Are the data clearly presented?
- **Lessons, Recommendations, and Warranted Actions**
  - Are the lessons learned, recommendations, and proposed actions responsive to the case and prompt?
  - Are the lessons learned, recommendations, and proposed actions justified?
  - Are the lessons learned, recommendations, and proposed actions grounded in theory?
  - Are the lessons learned, recommendations, and proposed actions supported by existing literature?
- **Organization and Composition**
  - Is the paper clearly organized?
  - Does the narrative flow in a logical fashion?
  - Is the paper of sufficient length to address all components?
  - Is the paper well edited with minimal grammatical and spelling errors?
  - Are the pages numbered?
  - Are the citations complete and in APA format?

## Mastery Case Study Assessment Rubric

This rubric assesses the overall achievement of competency in the Mastery Case Study. Students should meet the majority of elements of each of the four major criteria (Introduction, Analysis, Recommendations, and Composition). Further, students should achieve sufficient competency in each category to achieve full passing competency.

	Insufficient	Sufficient	Excellent
<b>Introduction and Problem Description</b>	<ul style="list-style-type: none"> <li>-Case not clearly introduced or summarized in the writer's own words</li> <li>-Summary is not relevant to the writer's analysis.</li> <li>-The core problem is not stated in the writer's own words.</li> <li>-The writer does not identify alternative explanations or paths of analysis.</li> </ul>	<ul style="list-style-type: none"> <li>-Case clearly introduced or summarized in the writer's own words</li> <li>-Summary is relevant to the writer's analysis.</li> <li>-The core problem is stated in the writer's own words.</li> <li>-The writer identifies alternative explanations or paths of analysis.</li> </ul>	<ul style="list-style-type: none"> <li>-Case clearly introduced or summarized in the writer's own words</li> <li>-Summary is relevant to the writer's analysis and broader implications</li> <li>-The core problem is stated in the writer's own words, and in appropriate context</li> <li>-The writer justifiably identifies alternative explanations or paths of analysis.</li> </ul>
<b>Analysis</b>	<ul style="list-style-type: none"> <li>-Insufficient relevant theory</li> <li>-Existing literature is not identified and explained</li> <li>-The writer does not provide original analysis building upon existing literature and theory</li> <li>-The analysis is not supported by data</li> <li>-The data are not clearly presented</li> </ul>	<ul style="list-style-type: none"> <li>-Sufficient use of relevant theory -</li> <li>Existing literature is identified and explained</li> <li>-The writer provides original analysis building upon existing literature and theory</li> <li>-The analysis is supported by data</li> <li>-The data are clearly presented</li> </ul>	<ul style="list-style-type: none"> <li>-Excellent use of relevant theory -</li> <li>Excellent identification and explanation of literature</li> <li>-The writer provides strong original analysis building upon existing literature and theory</li> <li>-The analysis is well-supported by data</li> <li>-The data are clearly and convincingly presented</li> </ul>

<p><b>Lessons, Recommendations, and Warranted Actions</b></p>	<ul style="list-style-type: none"> <li>-The lessons learned, recommendations, and proposed actions are not responsive to the case and prompt</li> <li>-The lessons learned, recommendations, and proposed actions are not justified</li> <li>-The lessons learned, recommendations, and proposed actions are not grounded in theory</li> <li>-The lessons learned, recommendations, and proposed actions are not supported by existing literature</li> </ul>	<ul style="list-style-type: none"> <li>-The lessons learned, recommendations, and proposed actions are responsive to the case and prompt</li> <li>-The lessons learned, recommendations, and proposed actions are justified</li> <li>-The lessons learned, recommendations, and proposed actions are grounded in theory</li> <li>-The lessons learned, recommendations, and proposed actions are supported by existing literature</li> </ul>	<ul style="list-style-type: none"> <li>-The lessons learned, recommendations, and proposed actions are responsive to the case and prompt</li> <li>-The lessons learned, recommendations, and proposed actions are strongly justified</li> <li>-The lessons learned, recommendations, and proposed actions are extensively grounded in theory</li> <li>-The lessons learned, recommendations, and proposed actions are well-supported by existing literature</li> </ul>
<p><b>Organization and Composition</b></p>	<ul style="list-style-type: none"> <li>-Poor organization</li> <li>-Limited narrative flow and logic</li> <li>-Insufficient length to address all components</li> <li>-Extensive grammatical and spelling errors</li> <li>-Pages not numbered</li> <li>-Missing citations and incorrect formatting</li> </ul>	<ul style="list-style-type: none"> <li>-Clear organization</li> <li>-Appropriate narrative flow and logic</li> <li>-Sufficient length to address all components</li> <li>-Few grammatical and spelling errors</li> <li>-Pages numbered</li> <li>-Proper citations and correct formatting</li> </ul>	<ul style="list-style-type: none"> <li>-Excellent organization</li> <li>-Excellent narrative flow and logic</li> <li>-Sufficient length to address all components</li> <li>-Minimal grammatical and spelling errors</li> <li>-Pages numbered</li> <li>-Proper and extensive citations and correct formatting</li> </ul>