

TOOLS

Portfolio Rubric

This rubric is used to evaluate student portfolios. Evidence from work-based learning activities are ideal in student portfolios.

Technology – your work shows that you:					
No evidence; not observed.	Are aware of electronic media; can use simple equipment if set up ahead of time; use the computer merely for word processing; main source of information is word of mouth.	Are knowledgeable of electronic media and use a variety of technological tools to interact with others including word processing and email; recognize the need to modify equipment or applications and can do so with instruction; begin to match equipment or application to the project independently; use printed and electronic media to acquire new information.	Are knowledgeable of electronic media and use a variety of technological tools to interact with others including word processing and email; recognize the need to modify equipment or applications and can do so with instruction; begin to match equipment or application to the project independently; use printed and electronic media to acquire new information.	Make appropriate modifications on a variety of equipment applications to fit the project; begin to troubleshoot own problems with a variety of equipment or applications including the use of technical manuals.	Set up, maintain, write programs; use a variety of technological tools effectively and appropriately to create multimedia programs and websites; use desktop publishing; can assist others. Set up equipment for others to use; work as a tutor; troubleshoot and resolve technical problems.
Collaboration – your work shows that you:					
No evidence; not observed.	Are present in the group; appear concerned with personal goals; are aware of group roles.	Work in groups to achieve personal goals; contribute something to the group.	Work well enough with others to help get the task done; contribute to the group positively in some way.	Demonstrate leadership skills; promote group work to achieve a common goal.	Work well within a group; demonstrate leadership; help to get a task done in an effective manner.
					Excel as a group member, demonstrating outstanding leadership and reinforcing other social interaction skills; group completed the task with effectiveness and quality.

TOOLS *(continued)*

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Thinking – your work shows that you:						
No evidence; not observed.	Are a literal thinker; are able to repeat information or copy what you have seen.	Comprehend information at its basic level; can paraphrase information.	Are able to make some inferences or draw basic conclusions from information or works of art.	Appropriately question and analyze statements for validity or inconsistency.	Are able to analyze information and draw personal meaning from information or works of art; are able to combine facts to draw accurate conclusions.	Excel in analyzing information and evaluating it to meet your needs; are able to judge the worth of information or works of art.
Communication – your work shows that you:						
No evidence; not observed.	Write/speak to repeat the ideas of others; use some rules of language; comprehend at a literal level; use pencil and paper.	Write/speak to express your thoughts; use the rules of language with some success; comprehend messages well enough to paraphrase them; use word processor.	Communicate appropriately in some ways; use the rules of language with success; are aware of reading/writing processes; comprehend at inferential level; use telecommunication tools.	Communicate clearly and use the rules of language appropriately with few errors; occasionally use reading/writing processes.	Respond clearly and use the rules of language well; demonstrate knowledge application of reading/writing process; interpret the work of others to gain personal meaning; use linguistic/artistic tools to elaborate an idea.	Excel as a reader, writer, listener, speaker; use the rules of language appropriately; can evaluate the work of others; use, comprehend and interpret a variety of linguistic/artistic tools to elaborate an idea.
Self-Expression – your work shows that you:						
No evidence; not observed.	Repeat the ideas and thoughts of others.	Can express your thoughts, ideas and feelings somewhat; use a form of media.	Can express your thoughts, ideas and feeling using media selected by the teacher.	Can express your thoughts, ideas and feelings effectively using a single piece of media.	Can express your thoughts, ideas and feelings using a variety of media in original and skillful ways.	Can express your thoughts, ideas and feelings using a variety of media in original and skillful ways.
Problem Solving – your work shows that you:						
No evidence; not observed.	Are aware that a problem exists; are unsure of the task.	Work to find an appropriate strategies; are aware of the components of different problems.	Understand the task well enough to attempt it; strategize to resolve problems.	Attempt a strategy and identify the components of problems; find solutions.	Use an appropriate strategy and carry it out to an appropriate conclusion.	Excel in resolving problems; take appropriate risks; devise creative solutions to problems; explain thought process used in resolving problems.