

Semester TWO Rubric – GRADE 5
Library Media and Technology

Report Card Line	4 ADVANCED	3 PROFICIENT	2 BASIC	1 MINIMAL
Utilizes the research process	<p>Demonstrates all proficient skills AND:</p> <ul style="list-style-type: none"> ♣ Completes the process with above-grade level independence ♣ Independently selects best reference source based on type of information needed ♣ Successfully merges information from multiple sources ♣ Excels in completing all parts of the research process 	<ul style="list-style-type: none"> ♣ Uses the Big 6 to do research: <ul style="list-style-type: none"> ↳ Defines given task ↳ Lists possible resources and select best to use ↳ Locates resources ↳ Extracts appropriate information (takes notes) ↳ Organizes information and creates the final project ↳ Self-evaluates process and product ♣ Understands meaning of copyright and plagiarism 	<ul style="list-style-type: none"> ♣ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so

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Utilizes spreadsheet software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Shows exceptional spreadsheet skills in the lab ♣ Exceeds grade-level project expectations ♣ Is able to help 	<ul style="list-style-type: none"> ♣ Understands and uses a spreadsheet program to do simple formulas and/or calculations ♣ Creates chart or graph with Excel 	<ul style="list-style-type: none"> ♣ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Utilizes presentation software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Shows exceptional presentation software skills in the lab ♣ Exceeds grade-level project expectations ♣ Is able to help others as necessary 	<ul style="list-style-type: none"> ♣ Uses presentation software to communicate information or show knowledge <ul style="list-style-type: none"> } Minimum of 5 slides } Incorporate photo or clip art } Uses background or template } Adds transitions and animation } Student presents information 	<ul style="list-style-type: none"> ♣ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so

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Utilizes graphic organizer software	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Shows exceptional graphic organizer skills in the lab ♣ Exceeds grade-level project expectations ♣ Is able to help 	♣ Uses graphic organizer program to pre-write and/or take notes from a source	♣ Demonstrates some of the proficient skills and requires some teacher help	♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Utilizes a word processing program	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Shows exceptional word processing skills in the lab ♣ Exceeds grade-level project expectations ♣ Is able to help others as necessary 	♣ Independently uses a word processing program to publish a piece of writing (applies skills from previous grades)	♣ Demonstrates some of the proficient skills and requires some teacher help	♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so

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Demonstrates keyboarding techniques and skills	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Demonstrates keyboarding techniques and skills above grade level expectation ♣ Consistently keeps eyes on copy 	<ul style="list-style-type: none"> ♣ Demonstrates knowledge of basic keyboarding techniques and skills <ul style="list-style-type: none"> } Correct posture (hands, fingers, body) } Uses home row keys with correct fingers } Begins touch typing 	<ul style="list-style-type: none"> ♣ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so
Accesses information appropriately from the Internet	Demonstrates all proficient skills AND: <ul style="list-style-type: none"> ♣ Shows exceptional navigational skills in the lab ♣ Is able to help others as necessary ♣ Consistently remains focused on appropriate information seeking task(s) 	<ul style="list-style-type: none"> ♣ Accesses and uses an online resource such as Badger Link, online encyclopedia, or pre-selected internet site 	<ul style="list-style-type: none"> ♣ Demonstrates some of the proficient skills and requires some teacher help 	<ul style="list-style-type: none"> ♣ Demonstrates few of the proficient skills and requires intensive teacher help to do so